



Okanagan Senate

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

**THURSDAY, 13 DECEMBER 2018**

**3:30 P.M. | ASC 130**

1. **Call to Order – Prof. Deborah Buszard**
2. **Senate Membership – Mr Christopher Eaton**  
 Resignation:  
 Ms Kristen Morgan, Representative of the Students At-large
3. **Minutes of the Meeting of 22 November 2018 - Prof. Deborah Buszard**  
 (approval) (docket pages 3-13)
4. **Business Arising from the Minutes - Prof. Deborah Buszard** (information)
5. **Remarks from the Deputy Vice-Chancellor and Related Questions - Prof. Deborah Buszard** (information)
  - a. General Remarks
  - b. Activity Report for 1 May – 30 November 2018 (docket pages 14-17)
6. **Admissions & Awards Committee - Dr Gregory Wetterstrand**  
 New Awards (approval) (docket pages 18-19)
7. **Curriculum Committee - Dr Peter Arthur**  
 Curriculum proposal from the Faculty of Applied Science (approval) (docket pages 20-21)
8. **Learning & Research Committee – Dr Deborah Roberts**  
 Candidates for Emeritus Status (approval) (docket pages 22-23)



9. **Joint Report of the Admissions & Awards, Academic Policy, and Curriculum Committees – Drs Gregory Wetterstand, Jan Cioe, and Peter Arthur**  
Policy O-129: Non-Credit Credentials (approval) (docket pages 24-33)

10. **In Camera – Report from the Deputy Vice-Chancellor** (discussion) (circulated under separate cover)

The UBC Board of Governors recognizes the extraordinary growth that has occurred since 2005 and the changing academic and research profile of the Okanagan campus. They have requested that UBC leadership provide an outlook for the campus to 2040 that could assist in considerations of future capital planning and resource needs.

Building on the campus trajectory to date, Aspire, the new university Strategic Plan, and existing and potential future plans for new academic programs, we are working to develop possible enrollment projections and future scenarios that will help us envision what facilities and resources we will need to achieve our objectives in 2040.

Draft documentation, showing possible enrollment projections and future capital projects will be circulated ahead of time to Senate for confidential information and discussion.

11. **Other Business**



# OKANAGAN SENATE

## MINUTES OF 22 NOVEMBER 2018

**DRAFT**

### Attendance

**Present:** Prof. D. Buzard (Vice-Chair), Dr K. Ross (Secretary), Dr S. Alam, Dr P. Arthur, Dr P. Barber, Ms H. Berringer, Dean G. Binsted, Dr D. Buszard, Mr M. Campbell, Dr R. Campbell, Dr D. Carter, Mr Shao Yuan Chong, Dr J Cioe, Ms C. Comben, Dr J. Corbett, Ms B. Dawson, Ms T. Ebl, Dr J. Eiknaar, Dean B. Frank, Dr M. Hoorfar, Dr J. Jakobi, Dr R. Lalonde, Dr R. Lawrence, Dr M. Legault, Dr B. Marcolin, Dr S. McNeil, Dr A. Mukherjee-Reed, Mr A. Pipke, Ms M. Reekie, Dean B. Rutherford, Dr R. Sadiq, Dr R. Snider, Dean R. Sugden, Dean *Pro tem*. D Tannant, Mr J. Traplin.

**Regrets:** Mr U. Anyaoha, Ms Y. Chen, Mr I. Cull, Ms L. Fraser, Chancellor L. Gordon, Dr J. Gustar, Ms M. Harper, Dr J. Hossain, Dr J. Johnson, Dr S. Lawrence, Mr J Loepky, Dr Y. Lucet, Ms B. MacBean, Ms K. Morgan, Mr J. Naqvi, Dr S. O’Leary, Dean J. Olson, Dr S. Ono, Mr F. Pena, Dr D. Roberts, Mr V. Tamondong, Dean B. Traiser, Dr G. Wetterstrand, Dr P. Wylie.

**Clerk:** Mr C. Eaton

### Call to Order

The Vice-Chair of the Senate, Professor Deborah Buszard, called the meeting to order at 3:35 pm

### Senate Membership

New Member

Dr Ananya Mukherjee-Reed, Provost and Vice-Principal (Academic)

### Minutes of 25 October 2018

Jan Cioe

Robert Campbell

}

*That the Minutes of the Meeting of 25 October 2018 be approved as corrected.*

*Correction: On page 7, ‘been’ for ‘bene’, ‘managed’ for ‘management’ in the third instance, and ‘issues and’ not ‘issue sand’.*



Approved

**Remarks from the Deputy Vice-Chancellor**

Dr Buszard welcomed the Okanagan's new Provost, Dr Ananya Mukherjee-Reed, who comes to the Okanagan from York University where she was a dean and head of the Department of Political Science.

The Principal noted that The Barber school is undertaking a review of its governance structure, and they should be coming to Senate with their thoughts on the organization of their faculty shortly.

Dr Cioe asked how the homecoming event went.

Dr Buszard replied that 1200-1800 people attended campus over the two days, and individual faculties also had their own events. This was the first for the Okanagan campus so we hope this starts a tradition. She thanked all of the volunteers who took part in those activities, as well as the community groups who sponsored events to help defray the costs.

Dr Cioe asked how the Blue and Gold Campaign was going.

Dr Buszard said that we are only in the second quarter, but we have been very successful for this campus. The University has offered \$5M for matching funding, and 25% of that has been awarded to the Okanagan which is proportionately above our size.

Senator Cioe asked about the revisions to the smoking policy with regards to marijuana; in particular, do we allow the growing of any plants.

The Acting Secretary noted that it was still prohibited by Section 3.10 of the Residence contract.

**Candidates for Degrees**

Gordon Binsted	}	<i>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.</i>
Dwayne Tannant		



Approved

**Academic policy committee****POLICY O-4.2 GOVERNANCE OF THE COLLEGE OF GRADUATE STUDIES****POLICY O-9: GRADUATE STUDENT SUPERVISION AND MEMBERSHIP IN THE COLLEGE OF GRADUATE STUDIES**

<p>Jan Cioe Dwayne Tannant</p>	}	<p><i>That Senate approve revised policy O-4.2: Governance of the College of Graduate Studies, effective immediately; and,</i></p> <p><i>That Senate approve policy O-9: Membership in the College of Graduate Studies, effective immediately.</i></p>
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Dr Cioe noted that the Committee had a number of discussions in an iterative process. The Committee note that conversation were still ongoing regarding membership of teaching staff of other ranks than those listed but that conversation needs to continue at a later date. The Committee was still proposing the policy.

Senator Eikenaar said that he understood the time sensitivity but expressed his hope that the conversation around teaching staff occur sooner rather than later.

Approved

**Admission and Awards Committee**

The Vice-Chair of the Admissions and Awards Committee, Dr Marianne Legault, presented.

**REVISED PROGRAM REQUIREMENTS**

<p>Marianne Legault Dwayne Tannant</p>	}	<p><i>That Senate approve the revised admission requirements for the M.Sc. Mathematics program.</i></p>
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Senator McNeil said that other graduate programs should consider making similar changes.

Senator Legault said that we would see future proposals to make changes for several other programs.



Dr Cioe said that the College standards were only the minimum; some programs set higher standards.

Approved

#### NEW AND REVISED AWARDS

*See Appendix A: Awards Report*

Marianne Legault Gordon Binsted	}	<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

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

#### NOVEMBER CURRICULUM REPORT

*See Appendix B: Curriculum Report*

Peter Arthur Barb Marcolin	}	<i>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.</i>
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Approved

#### Other Business

#### IN CAMERA – Tributes Committee

#### Adjournment

Seeing no other business, the meeting was adjourned at 4:03 p.m.



## **Appendix A: Awards Report**

### **NEW AWARDS**

#### **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)

#### **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)

#### **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)



## 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)

### PREVIOUSLY-APPROVED AWARDS WITH CHANGES IN TERMS OR FUNDING SOURCE:

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.*

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 Biology Program or Environmental Sciences Program 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 biology program or earth and environmental sciences program 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*

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.*

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

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

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

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 four revised awards above):*

*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.*



## **Appendix B: Curriculum Report**

### **FROM THE COLLEGE OF GRADUATE STUDIES**

*Revised program:*

IGS Program Requirements

### **FROM THE FACULTY OF HEALTH AND SOCIAL DEVELOPMENT**

*Revised program:*

B.S.N. Academic Regulations



## Memorandum

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Date 13 December 2018

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To UBC Okanagan Senate

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From Deborah Buszard, Deputy Vice-Chancellor & Principal

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Subject Deputy Vice-Chancellor & Principal's Activity Report

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The following Deputy Vice-Chancellor & Principal's activity report summarizes the externally focused meetings and events that Professor Deborah Buszard attended from May 1, 2018 to November 30, 2018.

**Record of Deputy Vice Chancellor & Principal's Activities**  
**Period of: May 1st, 2018 - November 30th 2018**

**External Group**

04-May-18	Jim Hamilton, President Okanagan College
08-May-18	Joy Playford, Vice-President Playford Performance Group Inc. Laurel Douglas, CEO, Women's Enterprise Centre
10-May-18	Jean-Marc Lacasse, CEO SIDIT
11-May-18	CFLC Provincial Council Meeting
17-May-18	Rebecca Johnson, VP Oregon State University
11-Jun-18	Courney Hesse & Warren Ray, RBC
14-Jun-18	CFLC Community & Partners Reception
19-Jun-18	Donor Recognition Event
20-Jun-18	Jim Eccott
20-Jun-18	Donor Recognition Event
26-Jun-18	Donor Recognition Event
27-Jun-18	Donor Recognition Event
14-Jul-18	Aero Montreal Networking Reception / Farnborough International Air Show
27-28-Aug-2018	Oregon State University Cascades Leadership Team
04-Sep-18	Vice-Chancellor Sanjay Srivastava/ Manav Rachna University
28-Sep-18	Shell Canada Visit
18-Oct-18	Lindsay Sill, CEO, WestGrid
26-Oct-18	UBCO-Burrard Group Planning Workshop (Christine Brown, Doug Allan, Michael von Hausen)

**Government**

14-May-18	Bruce Ralston (Minister of Jobs, Trade & Technology)
12-Jun-18	Bruce Ralston, Minister of Jobs, Trade and Technology UBCO Visit
27-Jun-18	Western Economic Diversification Executive Team
11-Jul-18	Colin Basran, Mayor of the City of Kelowna
15-Jul-18	WED Roundtable at Farnborough International Air Show
15-Jul-18	Navdeep Bains (Minister of Innovation, Science & ED); High Commissioner for Canada H.E. Janice Charette
24-Aug-18	Pacific Caucus Meeting

07-Sep-18	Meeting with Local MLA's Letnick, Thomson and Stewart
20-Sep-18	Meeting with Dr. Lesley Shannon NSERC Chair for Women Science and Engineering re STEM Outreach
10-Oct-18	Kelowna Chamber Tri-Level Government Meeting
10-Oct-18	MP Fuhr Meeting
15-Oct-18	BC Mayoral Debate
31-Oct-18	City of Kelowna (Mayor Colin Basran, Doug Gilchrist, Derek Edstrom)

### **Travel**

14-15-May-2018	BC Tech Summit Vancouver
30-31-May-2018	ICD Conference Vancouver
12-16-Jul-2018	Farnborough International Air Show, London, UK
7-8 Nov-2018	CSPC Conference, Ottawa

### **Speeches / Events**

09-May-18	Kelowna Chamber of Commerce - Pillars of Support Event with Jim Hamilton, President, Okanagan College
14/15-May-18	BC Tech Summit Vancouver
01-Jun-18	Okanagan Region Historical Digitization Project
23-Aug-18	Caetani House Event Vernon
29-Aug-18	New Faculty Orientation
30-Aug-18	DVC Town Hall & Staff Awards
11-Sep-18	Michael Smith Foundation for Health Research Luncheon/ Big Ideas Panel
11-Sep-18	9th Annual International Awards Dinner
10-Oct-18	Commons Field Ribbon Cutting/ Canada 150 Grant
18-Oct-18	UBCO/OC Blood Services Collaborative Blood Drive Event Launch
19-Oct-18	UBC/SFU Honorary Degree to Aha Khan
25-Oct-18	OC-UBCO Green Construction Research & Training Partnership Signing Event
01-Nov-18	Patriot One Technologies One-Year Anniversary Celebration
13-Nov-18	Ted Callahan's Fall Dinner
15-Nov-18	Alumni Achievement Award Dinner

### **Student Events / Meetings**

16-May-18	An-Noura Compaore (SUO VP Finance incoming)
04-Sep-18	Create Orientation
20-Oct-18	Homecoming Events
29-Oct-18	Thrive Kick Off



02-Nov-18	UBCSUO Executive Meeting

**Media Interviews**

06-Sep-18	<a href="https://globalnews.ca/news/4431530/student-enrolment-at-ubco-in-kelowna-just-shy-of-10000/">Global Okanagan Interview https://globalnews.ca/news/4431530/student-enrolment-at-ubco-in-kelowna-just-shy-of-10000/</a>
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13 December 2018

**From: Senate Admissions and Awards Committee****To: Okanagan Senate****Re: New and Revised Awards recommended for approval by the Okanagan Senate**

- a) New award: The Jaeger Entrance Award
- b) New award: Ross and Linda Fitzpatrick Centennial Scholars Entrance Award
- c) New award: Andrew Clunas Memorial Bursary
- d) New award: Nursing Students Travel Grants for Rural and Remote Practicum Placements

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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: The Jaeger Entrance Award**

Two entrance awards of \$20,000 each (payable at \$5,000 per year) are offered by AJ Jaeger to two first-year students enrolled in the Bachelor of Fine Arts or Bachelor of Media Studies programs in the Faculty of Creative and Critical Studies at The University of British Columbia, Okanagan campus. The awards will be given to students who have an exceptional portfolio submission as well as demonstrated academic strength. Subject to the recipient continuing to maintain his or her academic standing, the award will be renewable for the second, third, and fourth years of study or until they obtain their first undergraduate degree. The awards are made on the recommendation of the Faculty of Creative and Critical Studies. (First awards available for the 2019/20 Winter Session)

**b) Proposed Award Title: Ross and Linda Fitzpatrick Centennial Scholars Entrance Award**

A \$20,000 major entrance award (payable at \$5,000 per year) has been made available through an endowment established by Ross and Linda Fitzpatrick to a first-year student at the University of British Columbia, Okanagan campus. The award will be given to a student who has graduated from a British Columbia secondary school (priority of school districts will be in the following order: 53, 67, 23, 22, 20 or 51) who demonstrates significant financial need, an exceptional work ethic, as well as academic strength. Subject to the recipient continuing to maintain his or her academic standing, the award will be renewable for the second, third, and fourth years of study or until they obtain their first undergraduate degree. The award is made on the recommendation of the adjudication committee. (First award available for the 2020/21 Winter Session)

**c) Andrew Clunas Memorial Bursary**

Two bursaries of \$2,000 each have been made available through an endowment established by the family in memory of Andrew Clunas for students in the Okanagan School of Education at The University of British Columbia, Okanagan campus. Andrew Clunas (1883-1969) and his wife Ada raised four children while working very hard on a family farm in Lynne Valley during the Great Depression. He spoke highly of the value of an education and always encouraged his children to pursue opportunities to learn. This bursary, in his honour, will give students in the Okanagan School of Education valuable assistance in their own pursuit of education. The bursaries are adjudicated by Enrolment Services. (First awards available for the 2019/20 Winter Session)

**d) Proposed Award Title: Nursing Students Travel Grants for Rural and Remote Practicum Placements**

Travel grants ranging in value from \$200 to \$2,500 have been made available by a private British Columbia Foundation to fourth-year students in the School of Nursing in the Faculty of Health and Social Development at the University of British Columbia, Okanagan campus. The School administers these travel grants, awarding them to students participating in practicums in rural and remote areas of British Columbia. The grants are intended to encourage and support nursing students to participate in rural and remote practicums by helping to defer the transportation and accommodation expenses associated with these practicums. Travel grants are made on the recommendation of the School of Nursing. (First grants available for the 2018/19 Winter Session)

Respectfully submitted,

Dr. Greg Wetterstrand  
Chair, Admissions and Awards Committee



THE UNIVERSITY OF BRITISH COLUMBIA

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13 December 2018

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

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

Therefore, the following is recommended to Senate:

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

- a. From the Faculty of Applied Science
  - i. ENGR 542

For the Committee,

Dr. Peter Arthur  
Chair, Curriculum Committee



## Curriculum Proposal Form

### New/Change to Course/Program – Okanagan campus

<b>Category: 1</b>	
<b>Faculty/School:</b> Faculty of Applied Science <b>Dept./Unit:</b> School of Engineering <b>Faculty/School Approval Date:</b> 20180508 <b>Effective Session:</b> 2019W	<b>Date:</b> 2017.12.11 <b>Contact Person:</b> Dr. Kerry Black <b>Phone:</b> 250.807.8477 <b>Email:</b> kerry.black@ubc.ca
<b>Type of Action:</b> New course	
<b>Rationale:</b> No other course currently exists, adapted based on an ENGR 598 Topics in Engineering course offered in Winter 2017 Term 1.	
<b>Proposed Academic Calendar Entry:</b>  <u><b>ENGR 542 (3) Engineering and Society</b></u> <u><b>Changing landscape of engineering: how</b></u> <u><b>technology functions within society and</b></u> <u><b>the environment; design and decision-</b></u> <u><b>making; societal issues; social and</b></u> <u><b>environmental aspects of engineering</b></u> <u><b>activities.</b></u>	<b>Draft Academic Calendar URL:</b> <a href="http://www.calendar.ubc.ca/okanagan/proof/edit/courses.cfm?go=code&amp;code=ENGR">http://www.calendar.ubc.ca/okanagan/proof/edit/courses.cfm?go=code&amp;code=ENGR</a>  <b>Present Academic Calendar Entry:</b>  N/A



THE UNIVERSITY OF BRITISH COLUMBIA

**Office of the Senate**

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[www.senate.ubc.ca/okanagan](http://www.senate.ubc.ca/okanagan)

13 December 2018

To: Senate

From: Learning and Research Committee

RE: Candidates for Emeritus Status (approval)

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The Learning and Research Committee recommends approval of the following motion:

**Motion:** *That the attached list of individuals for emeritus status be approved and that, pursuant to section 9(2) of the University Act, that they be added to the Roll of Convocation.*

Respectfully submitted,

Dr. Deborah Roberts, Chair  
Senate Learning and Research Committee

**Emeritus Status Report to Senate December 2018**

	<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Area of Interest</b>	<b>Faculty</b>	<b>Department/School</b>	<b>Effective Ret. Date</b>
Dr.	Susan J.	Wells	Professor Emeritus	Psychology and Social Work	Arts and Sciences	Psychology	2018-08-01
Prof.	Carole	Robinson	Professor Emeritus	Nursing	Health and Social Development	Nursing	2019-01-01
Dr.	Louise	Nelson	Professor Emeritus	Biology	Arts and Sciences	Biology	2019-01-01



13 December 2018

To: Senate

From: Senate Curriculum Committee, Senate Admissions and Awards Committee, and  
Senate Academic Policy Committee

RE: Policy O-129: *Non-Credit Credentials*

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The Senate Curriculum Committee, Senate Admissions and Awards Committee, and Senate Academic Policy Committee are pleased to recommend that Senate approve Policy O-129: *Non-Credit Credentials*.

In 2016, in response to growing interest in non-degree programming across the UBC Okanagan campus, the Senate Curriculum Committee commenced policy development efforts aimed at providing guidance to units interested in developing such programming. Following initial discussions among the entire Committee, a working group was struck to refine the policies.

The working group produced three draft policies. Two of these, Policy O-127: *Diploma Programs* and Policy O-128: *Academic-Credit Certificate Programs* were approved by Senate in May 2018. These policies created a framework for the development and governance of diploma and academic-credit certificate programs.

The current policy is intended to create a similar framework for non-credit programming. The *University Act*, RSBC 1996, c 468, grants Senate jurisdiction over the approval of “courses of study”, “courses of instruction”, and “courses of education” and does not distinguish between for-credit and non-credit offerings. While Senate has always been responsible for approving non-credit programming, there has not previously been a policy framework governing such programs. Accordingly, the policy does not extend Senate’s authority, but rather fills this policy gap by establishing classifications of non-credit credentials, identifying minimum requirements for such programs and delineating approval





processes. The policy delegates the authority to approve some types of non-credit credentials to the Faculties in order to streamline the approval process where appropriate.

The Committees are pleased to request the following:

***Motion:*** *That Senate approve Policy O-129: Non-Credit Credentials, effective 13 December 2018.*

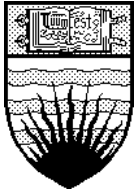
Respectfully submitted,

Dr. Peter Arthur, Chair, Senate Curriculum Committee

Dr. Gregory Wetterstrand, Chair, Senate Admissions and Awards Committee

Dr. Jan Cioe, Chair, Senate Academic Policy Committee

## THE UNIVERSITY OF BRITISH COLUMBIA

**SENATE POLICY:  
O-129****OKANAGAN SENATE**  
c/o Enrolment Services  
University Centre  
UBC Okanagan campus**Number & Title***O-129: Non-Credit Credentials***Effective Date:**

13 December 2018

**Approval Date:**

13 December 2018

**Review Date:**

This policy shall be reviewed within five (5) years of approval and thereafter as deemed necessary by the *Responsible Committees*. The review should be completed concurrently with the reviews of policy O-127, *Diploma Programs*, and policy O-128, *Academic-Credit Certificate Programs*.

**Responsible Committees:**

Senate Academic Policy Committee  
Senate Admissions & Awards Committee  
Senate Curriculum Committee

**Authority:***University Act, S. 37(1)*

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

*... (f) to consider, approve and recommend to the board the revision of courses of study, instruction and education in all faculties and departments of the university...*

*and,*

*...(h) to provide for and to grant degrees, including honorary degrees, diplomas and certificates of proficiency, except in theology;”...*

*University Act, S. 40*

*“A faculty has the following powers and duties:*

*...(d) to determine, subject to the approval of the senate, the courses of instruction in the faculty”...*

*University Act, 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:*

*...(e) provide a program of continuing education in all academic and cultural fields throughout British Columbia;”...*

### **Purpose and Goals:**

This policy is designed to:

- 1) Enable the creation of learning opportunities other than those offered for academic credit including, but not limited to, those comprised of content that is not appropriate for academic credit or not at the University level; those intended for non-traditional audiences; those intended to supplement for-credit study with opportunities to develop complementary professional or applied skills or capabilities; and those for which academic credit is otherwise inappropriate;
- 2) Define the essential features and categories of *Non-Credit Credentials*, and associated admission requirements; and
- 3) Delineate an approval process for *Non-Credit Credentials*.

### **Applicability:**

This policy is applicable to all programming, other than that offered for academic credit, approved on or after the effective date of this policy that is offered by the University at the Okanagan campus and which involve formal assessment or certification that participants have achieved a level of competence or met a particular standard of performance. This policy is also applicable to any programming that employs the titles of the categories of *Non-Credit Credentials* identified in this policy regardless of program design or content.

### **Exclusions:**

This policy is not applicable to any programming offered for academic credit.

This policy is not applicable to professional development, training, or other similar opportunities offered by academic or administrative units provided such programming does not involve formal assessment or certification that participants have achieved a level of competence or met a particular standard of performance and does not employ the titles of the categories of *Non-Credit Credentials* identified in this policy.

**Definitions:**

<i>Learning Activities</i>	for the purposes of this policy, shall include, but not be limited to, in-person or online lectures, independent study, group learning activities, online learning modules, work placements, and practica.
<i>Non-Credit Credential</i>	shall refer to <i>Letters of Attendance</i> , <i>Letters of Completion</i> , <i>Letters of Proficiency</i> , and <i>Non-Credit Certificates</i> as defined in this policy.

**Policy:**

1. Categories of *Non-Credit Credentials*

- a. *Letter of Attendance*
  - i. Assessment is limited to verification of learners' presence at the time and place at which the activities leading to the *Letter of Attendance* are offered.<sup>1</sup>
  - ii. Typically consist of fewer than 150 expected hours of *Learning Activities*.
- b. *Letter of Completion*
  - i. Assessment is limited to verification of learners' presence at the time and place at which the activities leading to the *Letter of Completion* are offered and verification that the learner has completed all tasks assigned as part of the *Letter of Completion*.
  - ii. Typically consist of fewer than 150 expected hours of *Learning Activities*.
- c. *Letter of Proficiency*
  - i. Assessment must include verification of learners' presence at the time and place at which the activities leading to the *Letter of Proficiency* are offered, and verification that the learner has achieved a level of performance in completing all tasks assigned as part of the *Letter of Proficiency* program that would indicate proficiency.

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<sup>1</sup> Programs limiting assessment to verification of learners' presence at the time and place at which the program is offered fall outside of the scope of this policy unless the title *Letter of Attendance* is used.

- ii. Typically consist of fewer than 150 expected hours of *Learning Activities*.
- d. *Non-Credit Certificate*
  - i. Consists of a minimum of 150 expected hours of *Learning Activities*.
  - ii. May consist of one or more *Letters of Completion* and/or *Letters of Proficiency*, in addition to other requirements.
  - iii. Assessment must include verification of learners' presence at the time and place at which the *Non-Credit Certificate* is offered, and verification that the learner has achieved a level of performance in completing all tasks assigned as part of the *Non-Credit Certificate* program that would indicate proficiency.
- e. Only *Non-Credit Credentials* that comply with the requirements of one of the above listed categories and which have been approved in accordance with this policy may be offered. The formal title of any *Letter of Attendance*, *Letter of Completion*, *Letter of Proficiency* or *Non-Credit Certificate* must include the title of the *Non-Credit Credential* category to which it belongs. Alternative titles may be used for marketing purposes provided that it is made clear in any publications that any *Non-Credit Credential* is not offered for academic credit.
- f. The University, the Faculties and the College of Graduate Studies shall not offer or approve non-credit courses of study, courses of instruction, courses of education, or other non-credit offerings at the Okanagan Campus except as permitted by this policy, other policies of Senate or the policies of the Board of Governors.

## 2. Establishment Criteria

- a. In order to be considered for Senate approval or for Faculty or College of Graduate Studies approval pursuant to authority delegated by Senate, proposed *Non-Credit Credentials* must:
  - i. Clearly identify admission criteria, eligibility criteria, or the intended audience for the *Non-Credit Credential*;
  - ii. Align with a *Non-Credit Credential* category as defined in this policy;
  - iii. Clearly identify all requirements for completion and the number of expected hours of *Learning Activities* associated with each requirement;
  - iv. Focus on a clear purpose, such as skills acquisition, disciplinary or interdisciplinary knowledge enhancement, career progression and professional development, or a combination of the aforementioned;
  - v. Be operationally viable, as determined by the Dean of the responsible Faculty or College of Graduate Studies in consultation with the Office of the Provost and Vice-Principal Academic.

### 3. Units that May Propose *Non-Credit Credentials*

- a. *Non-Credit Credentials* must be proposed by one or more Faculties or the College of Graduate Studies. Administrative units that are not Faculties or the College of Graduate Studies may partner with Faculties or the College of Graduate Studies to jointly develop and deliver *Non-Credit Credentials*.

### 4. Approval of *Non-Credit Credentials*

- a. *Non-Credit Certificates* require the approval of the proposing Faculty, Faculties or College of Graduate Studies, Senate Curriculum Committee (program requirements), Senate Admissions & Awards Committee (admission requirements), Senate, and Board of Governors as necessary.
- b. The authority to approve and to discontinue *Letters of Attendance*, *Letters of Completion*, and *Letters of Proficiency* is delegated by Senate to the Faculties and College of Graduate Studies. Faculties may exercise the delegated authority to approve *Letters of Attendance*, *Letters of Completion*, and *Letters of Proficiency* only where the requirements of this policy and any other applicable Senate policies are satisfied.
- c. Upon approval of any *Letter of Attendance*, *Letter of Completion*, or *Letter of Proficiency* pursuant to section 4 of this policy, the approving Faculty or College of Graduate Studies shall provide notice of the approved *Non-Credit Credential* and copies of any proposals to the Senate via the Senate Secretariat, and to the Office of the Provost and Vice-Principal Academic.
- d. No delegation of authority by Senate is intended to have any impact on the powers or authority of the Board of Governors, including, but not limited to, the power of the Board of Governors to set, determine, and collect fees.
- e. *Senate* retains the authority to discontinue any *Non-Credit Credential* notwithstanding any delegation of authority in this policy.

### 5. Inclusion in Academic Calendar

- a. Admission and completion requirements of approved *Non-Credit Certificates* may appear in the Academic Calendar. Proposals to establish *Non-Credit Certificates* that will appear in the Academic Calendar must include a calendar entry.

- b. *Letters of Attendance, Letters of Completion, and Letters of Proficiency* shall not be included in the Academic Calendar.

## 6. Administrative Responsibility

- a. Administrative responsibility for *Non-Credit Credentials* shall be held by the proposing Faculty or College of Graduate Studies.

## 7. Participant Rights and Responsibilities

- a. A participant in *Non-Credit Credential* programming shall not be considered a student as defined in the *University Act*, RSBC 1996, c 468 unless the participant is otherwise classified as a student by virtue of being a person who is presently enrolled at the *University* in a credit course or who is designated by resolution of the senate as a student.. Participants in *Non-Credit Credential* programming shall not be registered as students, and do not have the rights and responsibilities of students.
- b. Faculties or the College of Graduate Studies proposing *Non-Credit Credentials* may establish regulations applicable to participants in *Non-Credit Credentials*. Such regulations must be approved in the manner applicable to the category of *Non-Credit Credentials* to which they apply, as identified in section 4 of this policy.

## 8. Recognition of Completion of *Non-Credit Credentials*

- a. Upon successful completion of a *Letter of Attendance, Letter of Completion, Letter of Proficiency, or Non-Credit Certificate*, participants may be provided with a document recognizing completion. Any such document must comply with Board of Governors Policy 94: Visual Identity.
- b. Senate may approve a template establishing the form of any document to be provided to recognize completion of a *Non-Credit Credential*. If Senate has approved such a template, any document provided to recognize completion of any *Letter of Attendance, Letter of Completion, Letter of Proficiency, or Non-Credit Certificate* must comply with the approved template so approved.
- c. The document provided in recognition of completion of any *Letter of Attendance, Letter of Completion, Letter of Proficiency, or Non-Credit Certificate* shall be titled in a manner consistent with the *Non-Credit Credential* category to which it belongs.
- d. The document provided in recognition of completion of *Non-Credit Credentials* is awarded by the offering Faculty or Faculties or College of

Graduate Studies, and is not conferred by Senate. The document should be signed by the Dean of one or more of the offering Faculties or College of Graduate Studies or a person designated by the Dean.

- e. Participants in *Non-Credit Credentials* do not attend the convocation ceremony.

#### 9. Concurrent Registration in For-Credit and *Non-Credit Credentials*

- a. Students registered in for-credit programs, including degree, diploma, and academic-credit certificate programs may concurrently register in *Non-Credit Credentials* with the permission of the Faculty offering the for-credit program in which they are registered.

#### 10. Application of Completed *Non-Credit Credentials* Towards Further Programming

- a. Completed *Letter of Attendance*, *Letter of Completion*, and *Letter of Proficiency* programs may be applied towards satisfaction of the requirements of *Non-Credit Certificates* if so approved by Senate.
- b. *Non-Credit Credentials* may not be applied towards satisfaction of the credit requirements of any for-credit program, but may serve as preparation for credit-based study.

#### 11. Reporting

- b. Faculties or the College of Graduate Studies offering *Non-Credit Credentials* must report annually to the Office of the Provost and Vice-Principal Academic on enrolment in those programs.
- c. The Office of the Provost and Vice-Principal Academic shall report annually to Senate on enrolment in *Non-Credit Credentials*.

#### **Calendar Statement:**

There are no calendar statements under this policy.

#### **Consultations:**

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

##### Enrolment Services

- Registrar
- Deputy Registrar
- Records & Registration



Deputy Vice-Chancellor & Principal  
Office of the Provost and Vice-Principal, Academic  
All UBC Okanagan Faculties and the College of Graduate Studies  
UBCSUO  
University Counsel  
Chief Librarian  
Ceremonies  
Associate Vice-President, Students  
Director of Continuing Education, Vancouver campus  
UBC Extended Learning

**History:**

This is the first version of this policy for the Okanagan campus.

**Related Policies:**

O-127: *Diploma Programs*

O-128: *Academic-Credit Certificate Programs*

**Appendix:**

There is no appendix to this policy.

**Procedures:**

None.