

THE UNIVERSITY OF BRITISH COLUMBIA

**OKANAGAN SENATE SECRETARIAT****Enrolment Services****Senate and Curriculum Services**

University Centre · UNC 322

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Kelowna, BC · V1V 1V7

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The Okanagan Senate

AGENDATHE NINTH REGULAR MEETING OF THE OKANAGAN SENATE
FOR THE 2011/2012 ACADEMIC YEAR**THURSDAY, MAY 17 2012****3:30 PM TO 5:30 PM****ASC 130 | UBC OKANAGAN CAMPUS****1. Senate Membership – Mr Fred Vogt**

a) Vice-Chair of Senate (approval)

As Dr Owram's term on Senate will conclude with the end of his term as Deputy Vice-Chancellor & Principal (academic vice-president) on 30 June 2012, a Vice-Chair will need to be elected for a term of one (1) year commencing 1 July 2012. Nominations are due to christopher.eaton@ubc.ca at any time prior to the start of the meeting; should more than one person be nominated, an election shall be held under this item.

b) Call for Nominations (approval)

Two (2) student representatives to serve on the Nominating Committee until March 31, 2013 and thereafter until successors are elected. To date, a nomination has been received for Mr Simon Bullock. Nominations are due to stephanie.oldford@ubc.ca and will remain open until the start of the meeting; should more than one additional person be nominated, an election shall be held under this item.

2. Minutes of the Previous Meeting, April 25, 2012 – Dr Doug Owram (approval)
(Master Pages 4-10)**3. Business Arising from the Minutes – Dr Doug Owram**

Space Audit Table (information) (Master Page 11)

4. President's Remarks and Related Questions – Prof. Stephen J. Toope

5. Deputy Vice-Chancellors Remarks – Dr Doug Owram**6. Candidates for Degrees**

The Vice-Chair 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 there were recommended, effective June 2012, and that a committee composed of the registrar, the appropriate Dean(s) or their appointed designates, and the Chair of the Okanagan Senate, be empowered to make any necessary adjustments. (2/3 majority required)

7. Academic Policy Committee Report – Dr Jan Cioe

Faculty of Health & Social Development –Faculty Council Terms of Reference (approval) (Master Pages 12-18)

8. Admission & Awards Committee– Dr Spiro Yannacopoulos

- a) Admission Proposals (approval) (Master Pages 19-38)
 - i. Classification of Students – Visitor
 - ii. Faculty of Education, Academic Regulations – Regulations Governing School Experience, Learning Communities, Practica and Attendance
 - iii. Faculty of Education, Admission Requirements for ETEP and STEP – Criminal Record Check
 - iv. Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum – Pre-Pharmacy Studies
 - v. BFA Major in Interdisciplinary Performance – Deadline for Submission of Audition Request Forms
- b) Awards Proposals (approval) (Master Pages 39-43)
 - i. Revised Awards – Deputy Vice-Chancellor Scholarships
 - ii. New and Revised Awards
- c) Annual Report on Appeals (information) (Master Pages 44)

9. Appeals on Standing & Discipline Committee – Ms Laura Patterson

Annual Report on Committee Activities (information) (Master Pages 45-48)

10. Curriculum Committee – Dr Dwayne Tannant

Curriculum Proposals from the Faculties of Applied Science, Arts & Sciences, and Creative & Critical Studies (approval) (Master Pages 49-69)

11. Nominating Committee – Dr Gurupdes Pandher

Appointment of Student Senators to Committees of Senate (approval) (Master Pages 70-71)

12. Report from the Provost – Dr W. Wes Pue

Annual Reports from Institutes (information) (Master Pages 72-73)

13. Other Business

Next Meeting of the Okanagan Senate - September 26, 2012

Kindly send meeting regrets to: Kristen Elder at kristen.elder@ubc.ca

Senate meetings schedule www.senate.ubc.ca/okanagan/schedule.cfm



OKANAGAN SENATE

MINUTES OF 25 APRIL 2012

Attendance

Present:	Dr Peter Arthur (Acting Vice-Chair), Mr James Ridge (Secretary), Ms Linda Allan, Mr Kazim Aziz, Dr Philip Balcaen, Mr Jesse Baxter, Dr E. Alan Broome, Mr Simon Bullock, Ms Melia Campos, Dr Kenneth Carlaw, Dr Jan Cioe, Dr Fes deSally, Dr R. Robin Dods, Dr Miriam Grant, Ms Fern Helfand, Dr Kasun Hewage, Dr Sandy Hilton, Dr James Johnson, Dr Carolyn Labun, Ms Janet Lawson, Dr Cynthia Mathieson, Dr Ben Nilson, Dr Gurupdes Pandher, Ms Laura Patterson, Dr Andre Phillion, Dr Wesley Pue, Mr Matt Redekopp, Dr Carol Scarff, Mr Robbie Sharma, Dr Dwayne Tannant, Dr Wisdom Tettey, Mr Curtis Tse, Dr Paul van Donkelaar, Dr Spiro Yannacopoulos
Regrets:	Ms Susana Baez, Dr Gordon Binsted, Dr Lynn Bosetti, Ms Melody Burton, Mr Ian Cull, Mr Christopher Gorman, Dr Eric Hall, Mr Chun Li, Dr Abbas Milani, Ms Sarah Morgan-Silvester (Chancellor), Mr Kyle Nolan, Dr Doug Owram (Deputy Vice-Chancellor), Mr Jameel Al Ramahi, Dr Deborah Roberts, Dr Carole Robinson, Mr Tim Smith, Prof. Stephen J. Toope (President), Dr Greg Wetterstrand
Guests:	Ms Mary DeMarinis, Ms Nathalie Hager, Dr Annette LaGrange, Ms Manjinder Sidhu, Mr Fred Vogt, Ms Jodi Scott, Ms Teresa Syrnk

Mr Christopher Eaton (Recording Secretary)

Call to Order

The Acting Vice-Chair called the eighth regular meeting of the Senate for the 2011/2012 academic year to order. He explained that the standing Vice-Chair was away in Ottawa.

Senate Membership

The Registrar asked each of the new student representatives to Senate to introduce themselves.

Minutes of the Previous Meeting

<i>Jan Cioe</i>	}	<i>That the Minutes of the Meeting of 28 March 2012</i>
<i>Dwayne Tannant</i>		<i>be adopted as corrected</i>
		<i>Corrections: Spelling of Wisdom Tettey and Spiro Yannacopoulos/</i>

Approved.

Academic Policy Committee

The Committee Chair, Dr Jan Cioe, presented.

POLICIES J-101 & 102

<i>Jan Cioe</i>	}	<i>That the proposed policy J-101: Student Conduct during Examinations be approved; and</i>
<i>Andre Phillion</i>		<i>That the proposed Policy J-102: Examination Hardships and Clashes be approved.</i>

Senator Cioe explained that our policies on examination conduct and examination hardships/clashes had been reviewed, updated, and placed in the new policy format. He drew specific attention to the calendar statements prepared.

Dr Phillion asked if the regulation requiring bags to be placed in the front of a room was deleted.

Dr Cioe explained that due to a rash of bag thefts during examinations, the rule was proposed to be deleted.

Approved.

Agenda Committee

<i>Jan Cioe</i>	}	<i>That Senate approve the amended Okanagan Senate meeting dates for the 2012-2012 Academic Year as proposed above.</i>
<i>Laura Patterson</i>		

Senator Cioe presented as the Agenda Committee chair was no longer a member of Senate; he outlined the nature of the schedule changes proposed.

With the permission of Senate, the Associate Registrar explained that there was a flaw in the consultation conducting last summer to set the Senate meeting schedule and that as a result, feedback from several offices was not taken into proper consideration. The new schedule proposed resolves the conflicts; the changes needed to senator teaching schedules are minimal.

Approved by the
required 2/3rds

Joint Reports of the Admissions & Awards and Curriculum Committees

See Appendix A: New Programs

Dr Dwayne Tannant presented on behalf of the committees.

M.SC. AND PH.D. IN BIOCHEMISTRY AND MOLECULAR BIOLOGY PROGRAMS AND ASSOCIATED COURSES

<i>Dwayne Tannant</i>	}	<i>That Senate approve the MSc and PhD in Biochemistry and Molecular Biology and their associated courses brought forward by Arts & Sciences as set out in the attached proposals.</i>
<i>Jan Cioe</i>		

Dr Tannant explained that this proposal would serve to strengthen the disciplinary graduate program offerings at the campus.

Dr Johnson asked why BIOC530 and 630 had identical descriptions.

Dr Tannant explained that one was intended for masters students and the other for doctoral.

Senators Cioe and Tannant added that the content would be very different despite the language being the same and that students would be advised on course selection by their program.

Approved

Curriculum Committee

See Appendix B: Curriculum Report

The Committee Chair, Dr Dwayne Tannant, presented.

<i>Dwayne Tannant</i>	}	<i>That Senate approve the new courses brought forward by the Faculties of Arts & Sciences and Creative & Critical Studies, and the new Interdisciplinary Graduate Studies theme and its associated courses brought forward by the College of Graduate Studies, as set out in the attached proposals.</i>
<i>Cynthia Mathieson</i>		

Dr Tannant briefly outlined the proposals from each Faculty and the College.

Approved.

Report from the Provost

UPDATE ON SPACE AUDIT

The Provost explained that UBC reviewed its building and space utilization on an ongoing basis both for our own purposes and to provide an annual report to the Province on our space use. He went on to state that the Provincial Government imposes a space use standard and we are audited to justify funding for our space and capital development projects. We also look at our space internally to ensure we use it optimally and fairly. This upcoming year is especially interesting in terms of physical space on campus as it will be the first time for the Okanagan campus where we will not have a new academic building coming online.

Dr Pue introduced Ms Teresa Syrnyk, Senior Planner with Infrastructure Development to speak to the facilities study being conducted. She explained to Senate the current schedule for the study.

Dr Cioe asked if any decisions on space would be made in June or July of this year.

The Provost replied that space decisions were made on an ongoing basis. He expressed his hope to have a report by May that allows us to act in coherent fashion to resolve space needs on campus. He went on to explain that part of the process is about having our campus and our needs intersected with University or Provincial needs through either funding or allowing us to use debt as needed.

Dr Cioe elaborated, stated that the timing was relevant as it was a problem for decision making to occur when many people are not around and do not have a chance to respond. This was of particular concern for academic programming, such as in Education, which occurs in the summer months.

Ms Syrnyk explained that by May we hope to have an idea of some of the things that can be done but it will take time and consultation to develop a final plan.

Senator Kasun asked if there was a plan for beyond the schedule.

Ms Syrnyk replied that she did not have one yet.

Dr Pue replied that there would need to be another iteration after this but we will need a fully informed office to prepare that plan. We need to consider what will be supported and what is feasible.

Senator van Donkelaar express satisfaction with the current plan.

Senators noted that it was difficult to read the prepared presentation; Ms Syrnyk agreed to circulated it to Senators after the meeting.

Senator Cioe stated that the timing of changes could be an issue, suggesting that major changes in the middle of an academic term were problematic for teaching spaces.

With consent of Senate, Ms Jodi Scott of Infrastructure Development stated that some teaching and learning changes can occur over the summer; anything that impacts the published schedule for learning spaces is done in consultation with Enrolment Services. Summer, Christmas, and Reading Week were key times for learning space changes.

The Provost thanked Senators for the input.

In Camera- From the Faculty of Arts and Sciences

Other Business

The Acting Vice-Chair reminded Senators to nominate worthy person for honorary degrees; more information may be found on the Committee's webpage at senate.ubc.ca.

Adjournment

There being no further business, the meeting was adjourned at 4:24 pm

Appendix A: New Programs

The following new programs:

Master of Science and Doctor of Philosophy in Biochemistry and Molecular Biology

The following new courses:

BIOC 530 (3) Biochemistry Seminar

BIOC 630 (3) Biochemistry Seminar

BIOC 535 (3) Advanced Methods in Biochemistry and Molecular Biology

BIOC 549 (18) M.Sc. Thesis

BIOC 649 (0) Ph.D. Thesis

Appendix B: Curriculum Report

From the Faculty of Arts and Sciences

The following new courses:

ANTH 330 (3) Cross-Cultural Perspectives on Mental Health
EESC 422 (3) Fluvial Geomorphology/GEOG 422 (3) Fluvial Geomorphology
SOC 376 (3) Classical Sociological Theory
SOC 377 (3) Contemporary Sociological Theory

From the Faculty of Creative and Critical Studies

The following new courses:

ARTH 203 (3) Global Contemporary Art
ARTH 378 (3) The Arts of Medieval Spain: Three Religions, One Culture
ARTH 395 (3) Renaissance Europe in a Global Context
SPAN 407 (3) History of the Spanish Language
SPAN 480 (3) The Spanish Novel: Before and After *El Quijote*

From the College of Graduate Studies

The following new Interdisciplinary Graduate Studies (IGGS) theme and associated courses:

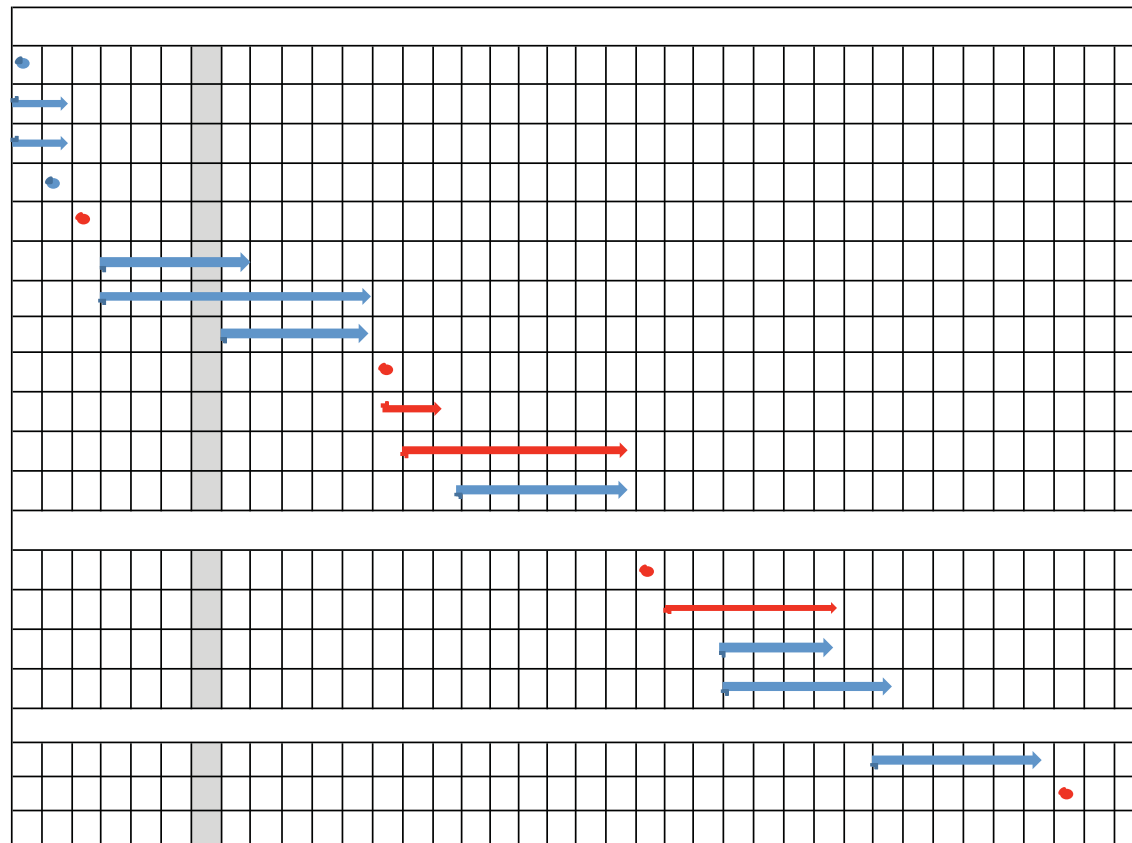
IGS, Urban Studies Theme (M.A. only)
IGS 562 (3/6) d Seminar in Urban Studies
IGS 563 (3/6) d Public Policy
IGS 564 (3/6) d Urbanistics
IGS 565 (3/6) d Law and Society
IGS 566 (3/6) d Immigration, Migration, and the City
IGS 567 (3/6) d The City in History
IGS 568 (3) d Urban Economics

SCHEDULE UPDATE

UBC OKANAGAN FACILITIES STUDY OUTLINE SCHEDULE

2011				2012						
Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul		

Timeline (Weeks)
TASKS
Initiation Phase 1
Study Start
Inventory Data Base Review
Building Plans Review
Questions Distributed to Faculties
Meetings - Consultations at UBCO
Findings Analysis
DRAFT Findings/Report
DRAFT ' Ideas' Plan Scenario
DRAFT Facilities Study Report
Presentations/Consultations
Feedback
Test Findings/Recommendations
Consultations Phase 2
Meetings - Consultations at UBCO
Feedback and Follow Ups
Process Feedback
Test Ideas
Facilities Plan Phase 3
Plan Scenarios
Facilities Study Report
Presentations TBD



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May 2, 2012

To: Okanagan Senate

From: Academic Policy Committee

Re: Revised Terms of Reference for the Faculty of Health and Social Development (approval)

At its meeting of March 23, 2012, the Okanagan Senate designated the rank of “Professor of Teaching” as equivalent to those ranks set out in the definition of “Faculty Member” found in the y and approved changes to *Policy O-2: Faculty Councils* to include this new rank.

The Academic Policy Committee has received and reviewed the attached Faculty Council Terms of Reference for the Faculty of Health and Social Development with respect to consequential amendments from the inclusion of “Professor of Teaching” in *Policy O-2: Faculty Councils*, as well as other minor revisions.

Motion: *That Senate approve the Faculty Council Terms of Reference for the Faculty of Health and Social Development as set out in the attached proposal.*

Respectfully submitted,

Dr. Jan Cioe
Chair, Academic Policy Committee



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Faculty of Health and Social Development

FACULTY COUNCIL

Terms of Reference

Introduction

1. Faculty Councils are Senate committees established pursuant to University policy. Faculty Councils are accountable to University Senate for fulfilling the following terms of reference.

Terms of Reference

2. The Faculty Council is responsible for strategic matters, oversight of academic standards, academic governance, teaching, research and engagement matters specific to the Faculty including the following:
 - a) Endorses the Faculty plan and reports on plans consistent with the University's strategic planning framework;
 - b) Oversees the learning and teaching activities of the Faculty, including the quality assurance of matters related to teaching within the Faculty's jurisdiction;
 - c) Oversees the research and commercialisation activities of the Faculty, including the quality assurance of matters related to research within the Faculty's jurisdiction;
 - d) Oversees the engagement and the international activities of the Faculty consistent with the faculty strategic plan;
 - e) Assures good learning, teaching, and assessment practices within the Faculty, in accordance with University policy;
 - f) Establishes, Faculty committees as it deems necessary or convenient for the management and operation of the Faculty, and determines the constitution of such committees, including membership, terms of reference, reporting requirements and communication channels;
 - g) Considers matters referred by Senate, the DVC, the Provost, and the Dean of the Faculty or members.
3. In order to ensure the efficient conduct of business, a Faculty Council may elect to delegate responsibility for any of its functions to the Chair of the Council or to a committee appointed by the Council to carry out such functions on the Council's behalf.

Composition

4. The composition of a Faculty Council shall be as follows:
 - a) The Dean of the Faculty, who shall serve as chair of the Faculty Council;
 - b) The President or their nominee;
 - c) The Dean of the College of Graduate Studies;

- d) The Chief Librarian or their nominee;
- e) All Professors, Associate Professors, Assistant Professors, Professors of Teaching, Senior Instructors, Instructors, and 12-Month and Continuing Sessional Lecturers provided for in the budget of the Faculty;
- f) Student members:
 - 1 undergraduate and 1 graduate student representative
- g) 1 Management & Professional FHSD member (permanent or ongoing)

5. Quorum

30 voting members

6. Procedures for calling regular meetings

- a) Dates for the regular scheduled Faculty Council meetings are established each Spring, following the publication of the Senate meeting calendar.
- b) 4 regular meetings will be held each year, two in term 1 and two in term 2.
- c) Faculty Council Members are provided with the agenda and materials one week in advance of the regularly scheduled meeting. Notification is via regular means of communication.

7. Procedures for calling special meetings

Special meetings may be called only when the purpose conforms to the duties and mandate of the Faculty Council. Special meetings may be called in one of two ways:

1. At the request of the Dean, or
2. If 30% of voting members present a written request to the Dean, a special meeting will be called and members will be notified via regular means of communication, up to two weeks prior to the date of the special meeting.

8. Standing Committees of the Faculty Council

The Council shall establish such committees as it deems necessary or desirable for it to carry out its functions. FHSD Council has established the following standing committees:

a) FHSD Dean's Executive Committee

Condensed Terms of Reference:

Composition:

- The Dean, as Chair
- The Director of the School of Nursing
- The Director of the School of Social Work
- The Director of Health and Exercise Sciences
- The Faculty Administrator

Responsibilities:

- The Faculty Council has established FHSD Dean's Executive Committee with responsibility for advising the Dean on the day-to-day business of the Faculty and various matters relating to the operations of the Faculty.

Regular Reporting requirement:

- The committee reports to the Faculty Council through the Chair of the Committee who is a member of Faculty Council.

b) FHSD Curriculum CommitteeCondensed Terms of Reference:

Composition:

- An FHSD Associate Dean, as Chair. The Chair, or designate will serve as the Faculty's representative on the University Curriculum Committee.
- The Dean of the Faculty
- The Curriculum Chair in each School/Academic Program
- One (1) undergraduate and one (1) graduate student, appointed by the Dean on the recommendation of the Chair, chosen from students enrolled within the Faculty.
- FHSD Student Program Advisor

Quorum:

- Half (or the closest whole number above half)

Responsibilities:

- The Faculty Council has established the FHSD Curriculum Committee with responsibility for facilitating program development within the Faculty and to provide a forum for discussion and support of cross-school and cross-faculty links and initiatives within teaching, learning and research activities related to teaching.

Delegation of authority from the *Faculty Council* to the FHSD Curriculum Committee:

- Approval date.

Regular Reporting requirement:

- For Senate review and approval, FHSD Curriculum Committee approval is required to forward to Senate.
- The Committee Chair reports deliberations and discussions to FHSD Faculty Council.

c) FHSD Research CommitteeCondensed Terms of Reference:

Composition:

- An FHSD Associate Dean, as Chair
- Dean of the Faculty;
- Coordinator of Graduate Studies in each School/Department;
- One graduate research student, elected by and from research students enrolled within the Faculty; and,
- Directors of Institutes/Centres and holders of research chairs in FHSD.
- FHSD representative on BREB.

Quorum:

- Half (or the closest whole number above half)

Responsibilities:

- The Faculty Council has established the FHSD Research Committee with responsibility for leading, coordinating and facilitating research and research training in the Faculty.

Regular Reporting requirement:

- The Committee reports to the Faculty Council through the Chair of the Committee who is a member of the Faculty Council.

d) **FHSD International Committee**Condensed Terms of Reference:

Composition:

- An FHSD Associate Dean, as Chair.
- Dean of the Faculty;
- Faculty representative from each School;
- Faculty Administrator;
- One representative from UBCO Student Recruitment & Advising
- One representative from the UBCO Development Office
- One undergraduate and one graduate student;

Quorum:

- Half (or the closest whole number above half)

Responsibilities:

- The Faculty Council has established the FHSD International Committee with responsibility for leading, coordinating and facilitating International activities and student exchanges within the Faculty.

Regular Reporting requirement:

- The Committee reports to the Faculty Council through the Chair of the Committee who is a member of the Faculty Council.

e) **FHSD Standing Committee on Approval of Graduates**Condensed Terms of Reference:

Composition:

- Dean of the Faculty, *as Chair*;
- Directors
- Associate Directors
- Undergraduate coordinators and Graduate coordinators

Quorum:

- Half (or the closest whole number above half)

Responsibilities:

- The Faculty Council has established the FHSD Standing Committee on Approval of Graduates, to approve the list of graduates each year.

Delegation of authority from the Faculty Council to the FHSD Standing Committee on Approval of Graduates:

- Approval date

Regular Reporting requirement:

- Minimum once, per annum.

9. Ad hoc Committees of the Faculty Council

Faculty Council may appoint for designated time periods such ad hoc groups (e.g., task forces, work groups, ad hoc committees, and subcommittees) as may be necessary.

Should an ad hoc group be formed, the Faculty Council will approve the committee's purpose, membership, and duration of appointment. The committee is charged with submitting progress reports to the Faculty Council. If the ad hoc committee needs to continue beyond its initial designated term, the Faculty Council shall be informed and shall be advised of the committee's progress to date and the new designated time period. The Faculty Council shall receive a listing annually of all ad hoc committees.

10. Rules for the conduct of in camera meetings

Faculty Council may decide to hold an *in camera* meeting or any portion of a meeting can be designated as *in camera* following the passing of a motion to do so. Such in camera sessions may be called to deal with matters requiring confidentiality. In such circumstances, the following rules may apply:

- Non-members of Faculty Council will not be present unless Faculty Council allows them to attend.
- The decision to record the proceedings of the *in camera* session will be decided by the Faculty Council on a case-by-case basis.
- The discussion is deemed to be confidential and no one may reveal the content of the *in camera* session.

11. Faculty Council reports to Senate as necessary.

Modification History

Date	Source	Details
March 5, 2012		Endorsed.



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THE UNIVERSITY OF BRITISH COLUMBIA

Faculty of Health and Social Development

FACULTY COUNCIL COMMITTEE MEMBERSHIP 2012 – 2013

CATEGORY	INCUMBENT	TERM OF OFFICE
Dean of Faculty as Chair	Dr. Gord Binsted (ex-officio)	n/a
The President or their nominee		
Dean of the College of Graduate Studies		
The University Librarian or their nominee		
All Professor, Associate Professors, Assistant Professors, Professors of Teaching, Senior Instructors, Instructor I's, Instructor II's, and 12-month and Continuing Sessional Lecturers.		n/a
Other members of the teaching or administrative staffs of the faculty or the University recommended by the Faculty Council.		n/a
Student members: <ul style="list-style-type: none"> • 1 Undergraduate • 1 Graduate 		

Recorder: Janice Demers
Barbara Yamaoka attend by invitation as the Faculty Administration Manager

Quorum: 30 members

Email address:

THE UNIVERSITY OF BRITISH COLUMBIA**OKANAGAN SENATE SECRETARIAT****Enrolment Services
Senate and Curriculum Services**

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May 17, 2012

To: Okanagan Senate

From: Admissions and Awards Committee

Subject: Admissions Proposals (approval)

- i. Classification of Students – Visitor**
- ii. Faculty of Education, Academic Regulations – Regulations Governing School Experience, Learning Communities, Practica and Attendance**
- iii. Faculty of Education, Admission Requirements for ETEP and STEP – Criminal Record Check**
- iv. Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum – Pre-Pharmacy Studies**
- v. BFA Major in Interdisciplinary Performance – Deadline for Submission of Audition Request Forms**

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

- i. Classification of Students – Visitor**
Revise Academic Calendar entry to clarify that visiting students are eligible to attend the Okanagan if they are able to obtain a Letter of Permission from their recognized home institution. This change will allow students at a college or in a university transfer program to attend the UBC Okanagan campus to complete courses as visiting students.
- ii. Faculty of Education, Academic Regulations – Regulations Governing School Experience, Learning Communities, Practica and Attendance**
Clarify Academic Calendar language regarding the two types of withdrawals from practicum.

- iii. **Faculty of Education, Admission Requirements for ETEP and STEP – Criminal Record Check**
Update Academic Calendar entry to include additional information regarding subsequent criminal offences.
- iv. **Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum – Pre-Pharmacy Studies**
Revise Academic Calendar entry to include Biology 11 under ‘Courses Required But Not Included in the Calculation of the Average’ for the Pre-Pharmacy Studies program. Based on the current admission criteria, students could be admitted to Pre-Pharmacy Studies, but not be able to enrol in the Biology courses that make up the program.
- v. **BFA Major in Interdisciplinary Performance – Deadline for Submission of Audition Request Forms**
In response to UBC’s January 31 application deadline, advance deadline for submission of audition request forms from the current March 15 to February 15.

Motion: *That Senate approve the admissions proposal for i. Classification of Students – Visitor effective for admission to the 2012 Summer Session and thereafter;*

and

That Senate approve the admissions proposals for ii. Faculty of Education, Academic Regulations – Regulations Governing School Experience, Learning Communities, Practica and Attendance; iii. Faculty of Education, Admission Requirements for ETEP and STEP – Criminal Record Check effective for admission to the 2012 Winter Session and thereafter;

and

That Senate approve the admissions proposal for iv. Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum – Pre-Pharmacy Studies; v. BFA Major in Interdisciplinary Performance – Deadline for Submission of Audition Request Forms effective for admission to the 2013 Winter Session and thereafter.

For the Committee,
Dr. Spiro Yannacopoulos
Chair, Admissions and Awards Committee



Admissions Proposal Form – Okanagan Campus

<p>Faculty/School: N/A Department/Unit: Enrolment Services Faculty/School Approval Date: N/A Effective Session: 2012S. To be included in the Academic Calendar upon approval for the purpose of informing prospective students.</p>	<p>Date: April 16, 2012 Contact Person: Fred Vogt Phone: 250.807.9201 Email: fred.vogt@ubc.ca</p>
<p>Proposed Academic Calendar Entry:</p> <p>Homepage (draft) Admissions Classification of Students</p> <p>Classification of Students</p> <p>[174]</p> <p>[...]</p> <p>7. Visitor. A student enrolled in studies at the UBC Okanagan campus for transfer back to their current home post-secondary institution which is recognized by UBC. Students must be in good standing at their home institution and must submit a Letter of Permission with their application. Course registrations will be made on a space-available basis only. A Letter of Permission is valid for one session only. A Letter of Permission must be submitted for any subsequent sessions in which a student wishes to register for courses. For applicable fees, see Fees.</p>	<p>Draft Academic Calendar URL: http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=2,32,0,0</p> <p>Present Academic Calendar Entry:</p> <p>Homepage (draft) Admissions Classification of Students</p> <p>Classification of Students</p> <p>[174]</p> <p>[...]</p> <p>7. Visitor. A student enrolled in studies for transfer to a degree program at another recognized post-secondary institution. For applicable fees, see Fees. Students must be in good standing at their home institution and must submit a Letter of Permission with their application. Course registrations will be made on a space-available basis only. A Letter of Permission is valid for one session only. A Letter of Permission must be submitted for any subsequent sessions in which a student wishes to register for courses.</p>



	<p>Type of Action: Revise definition of visiting students for the UBC Okanagan campus.</p> <p>Rationale: The proposed revisions will clarify that visiting students are eligible to attend this campus if they are able to obtain a Letter of Permission from their recognized home institution.</p> <p>This change will allow students at a college or in a university transfer program to attend the UBC Okanagan campus to complete courses as visiting students.</p>
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UBC Okanagan Admissions Proposal Form

<p>Faculty/School: Faculty of Education Department/Unit: N/A Faculty Approval Date: April 4, 2012 Effective Session: 2012W</p>	<p>Date: March 19, 2012 Contact Person: Lorraine Carrier Phone: 250.807.8125 Email: lorraine.carrier@ubc.ca</p>
<p>Proposed Academic Calendar Entry:</p> <p>Homepage (draft) Faculties, Schools, and Colleges Faculty of Education Academic Regulations Regulations Governing School Experience, Learning Communities, Practica and Attendance</p> <p>Regulations Governing School Experience, Learning Communities, Practica and Attendance</p> <p>[...]</p> <p>[12964] Unethical or Unprofessional Behaviour</p> <p>[12965] All students in the Faculty of Education will be subject to the provisions of the <i>School Act</i> and the BC Teachers Federation (BCTF) <i>Code of Ethics</i> link to http://bctf.ca/ProfessionalResponsibility.aspx?id=4292. Any student may be required to withdraw from a practicum for violation of any part of the <i>School Act</i> or BCTF <i>Code of Ethics</i>. It is the responsibility of the student to understand the provisions of the <i>School Act</i> and the</p>	<p>Draft Academic Calendar URL: http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,284,839,1102</p> <p>Present Academic Calendar Entry:</p> <p>Homepage (draft) Faculties, Schools, and Colleges Faculty of Education Academic Regulations Regulations Governing School Experience, Learning Communities, Practica and Attendance</p> <p>Regulations Governing School Experience, Learning Communities, Practica and Attendance</p> <p>[...]</p> <p>[12964] Unethical or Unprofessional Behaviour</p> <p>[12965] All students in ETEP and STEP placed in schools for teaching practica will be subject to the provisions of the <i>School Act</i> and the BC Teachers Federation (BCTF) <i>Code of Ethics</i>. Any student may be required to withdraw from a practicum for violation of any part of the <i>School Act</i> or BCTF <i>Code of Ethics</i>, or upon a written order from the Board of School Trustees in the district where the student is placed. It is the responsibility of the student to understand the provisions of the</p>



BCTF Code of Ethics.

School Act and the BCTF Code of Ethics.
~~Students who need clarification should ask their sponsor teachers, faculty members, or faculty advisors for an interpretation. Teachers and/or administrators who refuse students' continued participation in a practicum for misconduct or repeated absence must immediately discuss the matter with the School Experience Coordinator, who shall then either inform the students of the conditions under which they may resume participation in the practicum, or require them to withdraw from the practicum and inform them of the reasons for this in writing.~~

[12959] Termination of Practicum

~~[12958] UBC reserves the right to terminate a practicum at any time if, in the professional judgment of the sponsor teacher, the faculty supervisor, or an administrative officer of the school district in consultation with the School Experience Coordinator, a student teacher is not making satisfactory progress and is not responding to recommendations for remediation, or the continuing presence of the student teacher in the school jeopardizes the physical, social, or educational welfare of pupils.~~

[12966] Withdrawal from Practicum

[12967] UBC-Initiated Withdrawal:
Students may be required to withdraw from the practicum with a failing grade **if the student is not making satisfactory progress, or the continuing presence of the student teacher in the school jeopardizes the physical, social, or educational welfare of pupils.**

Students should be advised that the Faculty

[12966] Withdrawal from Practicum

[12967] UBC-Initiated Withdrawal:
Students may be required to withdraw from the practicum with a failing grade **if their performance in the practicum or practicum preparation is considered unsatisfactory by the School Experience Coordinator in consultation with the sponsor teacher and the faculty advisor.**
Students should be advised that the Faculty of Education reserves the right at any time



of Education reserves the right at any time to require a student to withdraw from the program when it is deemed that the scholarship, professional fitness, or professional conduct of the student is unsuitable for the teaching profession.

[12968] Student-Initiated Withdrawal: A student teacher seeking withdrawal from a practicum, whether permanent or temporary, must notify the School Experience Coordinator in writing. Student-initiated withdrawals will be considered on an individual basis.

Note: withdrawal from a practicum is governed by the regulations regarding withdrawal. See *Course Withdrawal Dates* <link to <http://www.ubc.ca/okanagan/students/registration/withdrawal-dates.html>>.

to require a student to withdraw from the program when it is deemed that the scholarship, professional fitness, or professional conduct of the student is unsuitable for the teaching profession.

[12968] Student-Initiated Withdrawal: A student teacher seeking withdrawal from a practicum, whether permanent or temporary, must notify the School Experience Coordinator in writing. Student-initiated withdrawals will be considered on an individual basis.

Type of Action: Remove wordiness from “Unethical or Unprofessional Behaviour”.

Clarify Academic Calendar language regarding the two types of withdrawals from practicum.

Rationale: Detailed procedures are outlined in the Faculty of Education Student Handbook.



UBC Okanagan Admissions Proposal Form

<p>Faculty/School: Faculty of Education Department/Unit: N/A Faculty Approval Date: April 4, 2012 Effective Session: 2012W</p>	<p>Date: March 19, 2012 Contact Person: Lorraine Carrier Phone: 250.807.8125 Email: lorraine.carrier@ubc.ca</p>
<p>Proposed Academic Calendar Entry: Homepage (draft) Faculties, Schools, and Colleges Faculty of Education Bachelor of Education Programs Admission Requirements for ETEP and STEP</p> <p>Admission Requirements for ETEP and STEP</p> <p>[...]</p> <p>[12644] Criminal Record Check</p> <p>[12645] Applicants to the Faculty of Education teacher education programs are advised that a criminal record check is required to teach in BC schools. It is the responsibility of the Faculty of Education to ensure that every registered education student undergoes a criminal record check prior to participating in a practicum or commencing school visits.</p> <p><u>Students are required to provide notification and authorization for a further criminal record check should the student be charged with, or convicted of, a relevant criminal offence subsequent to their last CRRRA check.</u></p>	<p>Draft Academic Calendar URL: http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,284,838,1095</p> <p>Present Academic Calendar Entry: Homepage (draft) Faculties, Schools, and Colleges Faculty of Education Bachelor of Education Programs Admission Requirements for ETEP and STEP</p> <p>Admission Requirements for ETEP and STEP</p> <p>[...]</p> <p>[12644] Criminal Record Check</p> <p>[12645] Applicants to ETEP and STEP are advised that a criminal record check is required to teach in BC schools. It is the responsibility of the UBC Okanagan campus Faculty of Education to ensure that every registered education student who will be working with children in schools undergoes a criminal record check prior to placement in a school. A further criminal record check will be required should the Faculty of Education become aware of a subsequent charge or conviction of a relevant offence. The BC College of Teachers requires and conducts a criminal record check in order to grant certification to teach in</p>



For more information, see *CRRA* <link to http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/00_96086_01 and *University Counsel's FAQs* <link to [http://universitycounsel.ubc.ca/files/2012/01/Criminal Records Checks.pdf](http://universitycounsel.ubc.ca/files/2012/01/Criminal_Records_Checks.pdf)>.

~~BC.~~

Type of Action: Update text to include additional information re: subsequent criminal offences.

Rationale: Per Memorandum 01/27/12 University Counsel attached.

THE UNIVERSITY OF BRITISH COLUMBIA

Office of the University Counsel
6328 Memorial Road
Vancouver, BC, Canada V6T 1Z2


Tel: (604) 822-3968
Fax: (604) 822-1897
E-mail: legal@exchange.ubc.ca

August 10, 2011

MEMORANDUM

To: Deans and Principals

Cc: Doug Owram, Deputy Vice-Chancellor & Principal, UBC Okanagan
Wes Pue, Provost and Vice Principal Academic and Research, UBC Okanagan
James Ridge, Registrar and Associate Vice President, Enrolment Services
Ian Cull, Associate Vice President Students, UBC Okanagan
David Farrar, Provost and Vice-President, Academic
Louise Nasmith, Vice-President, Students
Anna Kindler, Vice Provost and Associate Vice President, Academic Affairs and Resources

From: Hubert Lai, University Counsel 

Re: **Criminal Record Checks for Students Engaging in Practica**

As you may know, the *Criminal Records Review Act* ("CRRA") requires that UBC conduct a CRRA criminal record check ("CRRA Check") of certain students prior to allowing their participation in certain Practica.

The CRRA was amended earlier this year to expand the group of students who must have a CRRA Check done. This memorandum is intended to summarize UBC's already existing obligations as well as those added by the recent amendments.

Please review the application processes, calendar descriptions or documentation that you currently have in place for any programs in your faculty and consider whether the amendments impose additional requirements for your students.

What is a CRRA Check?

A CRRA Check is a specific type of criminal record check that is done by the Criminal Record Review Program (“CRRP”), and may only be done **when it is required under the CRRA**.

Where CRRA Checks are required, the CRRP will perform a limited criminal record check for certain “Relevant Offenses”. Relevant Offenses include most violent and sexual offenses, as well as some drug offenses.

Beginning January 1, 2012, all of your students who currently or may in the future work with or have unsupervised access to vulnerable adults as part of their practicum will be required to undergo a CRRA Check that includes a search for “Specified Offenses” in addition to Relevant Offenses. Specified Offenses include financial offenses and breach of trust offenses such as theft, fraud, forgery and intimidation.

Please see the section entitled “*What if a student has a criminal record with a Relevant or (as of January 1, 2012) Specified Offense*” for a summary of your Unit’s obligations if one of your students has a criminal record including a Relevant Offense or a Specified Offense (where applicable).

A full list of Relevant Offenses and Specified Offenses may be found at:

<http://www.pssg.gov.bc.ca/criminal-records-review/offences-reviewed/index.htm>.

Who Requires a CRRA Check?

Under the CRRA, only certain students, in certain programs, are required to have a CRRA Check done.

A CRRA Check is only required for those students (including international students) who must complete a Relevant Practicum.

Relevant Practica are currently those practica that:

- (a) involve work with children AND.
- (b) are required for the completion of the student’s program by any of the following statutes:
 - o *Health Professions Act*,
 - o *Social Workers Act*,
 - o *Teaching Professions Act*, or
 - o *Independent Schools Act*.

As of January 1, 2012, Relevant Practica will be:

- (a) All current Relevant Practica; and
- (b) All Practica that are required for the completion of any student's post-secondary program (being any certificate, diploma or degree program) and that involve work with children or vulnerable adults or there exists a potential that the practicum will involve unsupervised access to children or vulnerable adults.

The definition of a child under the CRRA is any individual under 19 years of age.

The definition of a vulnerable adult under the CRRA is any individual who is 19 years of age or older and who receives health services (other than acute care) from certain health care providers. A complete list of these health care providers is available from: www.dddddxxx.xxx

When Should CRRA Checks be Completed?

Your Unit must ensure that CRRA Checks are done before any of your students participate in a Relevant Practicum. As such, all offers of admission to any program that requires participation in a Relevant Practicum should be made subject to clearance from the CRRP upon performing a CRRA Check.

CRRA Checks should be performed after conditional admittance and **prior to full admission** into any program that requires the participation in a Relevant Practicum. Note that the CRRP will not perform a CRRA Check on any student that has not received conditional admittance into the program, as checks are only performed where they are required by the CRRA.

How do students get CRRA Checks done?

It is your Unit's responsibility to ensure that CRRA Checks are performed on students at the appropriate time. Units are required to make applications on behalf of students and submit payment for the CRRA Check; however you may recover the cost from your students through program fees if you so wish.

Units are specifically required to:

- (1) Verify each student's identity in person with two pieces of ID, and at least one being government issued and shows the student's name, date of birth, signature and photo (Driver's License preferred). Also have student fill out DL# on the consent form if that is what is used for ID.

- (2) Have each student complete and sign a “Consent to a Criminal Record Check” form (available at: <http://www.pssg.gov.bc.ca/criminal-records-review/shareddocs/consent-form.pdf>); and
- (3) Forward a copy to the CRRP with appropriate payment.

More information regarding payment options and application processes is available at: <http://www.pssg.gov.bc.ca/criminal-records-review/apply/index.htm>.

The CRRP will determine whether a student poses a risk and will advise UBC of its decision.

UBC's Specific Obligations in conducting CRRA Checks

Units must:

- (1) Inform students that:
 - a. the CRRA requires them to undergo a CRRA Check;
 - b. students must promptly report to UBC any new relevant charges or convictions and provide a new CRRA authorization for a further CRRA Check;
 - c. the CRRA Check will cover either Relevant Offenses (for work with children) or Specified and Relevant Offenses (for work with vulnerable adults).
- (2) Ensure that all students who are required to undergo a CRRA Check do so prior to the beginning of a relevant practicum
- (3) Ensure that a new CRRA Check is done at least every five years for each student, and promptly if a student is charged with a Relevant or Specific Offense in the meantime.

As CRRA Checks are required to be conducted by both a governing body and UBC Units, it may be possible to share some information obtained from the CRRP, provided that the student specifically consents to this sharing of information. The consent must be signed by the student and specifically authorize the disclosure.

Therefore, in certain circumstances, the Unit may be able to delegate some obligations to the governing body. If this is an option you would like to explore, you should contact the [Office of the University Counsel](#).

What if a student has a criminal record with a Relevant or (as of January 1, 2012) Specified Offense?

If, upon completing a CRRA Check, the CRRP finds a student to be a risk (meaning they have a criminal record with a Relevant or Specified Offense), the Unit must ensure that the student does not participate in any Relevant Practicum.

If this situation arises in relation to a student, Units should contact the Office of the University Counsel prior to disqualifying an application for admission as a result of the CRRA Check.



Admissions Proposal Form – Okanagan Campus

<p>Faculty/School: Arts and Sciences Department/Unit: N/A Faculty Approval Date: February 28, 2012 Effective Session: 2013W. To be included in the Academic Calendar upon approval for the purposes of informing prospective students.</p>	<p>Date: October 18, 2011 Contact Person: Dr. Patricia Lasserre Phone: 250.807.9502 Email: patricia.lasserre@ubc.ca</p>										
<p>Draft Academic Calendar URL: http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=2,22,68,0</p> <p>Present Academic Calendar Entry: Homepage (draft) Admissions Applicants Following the BC/Yukon High School Curriculum Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum</p> <h3>Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum</h3> <p>[334] This table shows the required courses used in the calculation of the admission average for specific programs, as well as courses that are required but are not used in the calculation of the average.</p> <table border="1"> <thead> <tr> <th>Program</th> <th>Degree</th> <th>Faculty/School</th> <th>Average Calculated on the Following Required Courses or IB/AP Equivalents</th> <th>Courses Required but Not Included in the Calculation of the Average</th> </tr> </thead> <tbody> <tr> <td>[...] Pre-Pharmacy</td> <td>N/A</td> <td>Arts and Sciences</td> <td>English 12 or English 12 First Peoples; Principles of Mathematics 12 (min. 67%) or Pre-Calculus 12 (min. 67%); Two other approved Grade 12 courses</td> <td>Chemistry 11; Physics 11</td> </tr> </tbody> </table>		Program	Degree	Faculty/School	Average Calculated on the Following Required Courses or IB/AP Equivalents	Courses Required but Not Included in the Calculation of the Average	[...] Pre-Pharmacy	N/A	Arts and Sciences	English 12 or English 12 First Peoples; Principles of Mathematics 12 (min. 67%) or Pre-Calculus 12 (min. 67%); Two other approved Grade 12 courses	Chemistry 11; Physics 11
Program	Degree	Faculty/School	Average Calculated on the Following Required Courses or IB/AP Equivalents	Courses Required but Not Included in the Calculation of the Average							
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including at least one of:
 Biology 12, Chemistry 12, Geology 12, or Physics 12

[...]

Proposed Academic Calendar Entry:

[Homepage \(draft\) Admissions Applicants Following the BC/Yukon High School Curriculum](#)

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

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

[334] This table shows the required courses used in the calculation of the admission average for specific programs, as well as courses that are required but are not used in the calculation of the average.

Program	Degree	Faculty/School	Average Calculated on the Following Required Courses or IB/AP Equivalents	Courses Required but Not Included in the Calculation of the Average
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[...]

Pre-Pharmacy	N/A	Arts and Sciences	English 12 or English 12 First Peoples; Principles of Mathematics 12 (min. 67%) or Pre-Calculus 12 (min. 67%); Two other approved Grade 12 courses including at least one of: Biology 12, Chemistry 12, Geology 12, or	Chemistry 11; Physics 11; Biology 11
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Physics 12

[...]

Type of Action: Revise the admission requirements for Pre-Pharmacy Studies.

Rationale: Based on the current admission criteria, students could be admitted to Pre-Pharmacy Studies, but not be able to enrol in the Biology courses that make up the program.

To register in BIOL 112 and 116, students must have at least Biology 11, so this should be a required course for admission.



Admissions Proposal Form – Okanagan Campus

<p>Faculty: Creative and Critical Studies Department/Unit: Creative Studies Faculty/School Approval Date: April 11, 2012 Effective Session: 2013W (to be included in the Academic Calendar immediately upon approval for the purpose of advising prospective students).</p>	<p>Date: October 14, 2011 Contact Person: Mr. Neil Cadger Phone: 250.807.9349 Email: neil.cadger@ubc.ca</p>
<p>Proposed Academic Calendar Entry: Homepage (draft) Faculties, Schools, and Colleges Faculty of Creative and Critical Studies Bachelor of Fine Arts Program Interdisciplinary Performance</p> <p>Interdisciplinary Performance</p> <p>[15887] Admission Requirements</p> <p>[15888] In addition to the General Admission Requirements applicants to the B.F.A. Major in Interdisciplinary Performance must audition.</p> <p>[15890] The Audition</p> <p>[15894] Audition request forms must be submitted by February 15.</p> <p>[15889] In-person auditions are encouraged. Applicants unable to audition in person must provide a recorded audition. Application and audition details are available at Interdisciplinary Performance.</p>	<p>Draft Academic Calendar URL: http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,283,833,1290</p> <p>Present Academic Calendar Entry: Homepage (draft) Faculties, Schools, and Colleges Faculty of Creative and Critical Studies Bachelor of Fine Arts Program Interdisciplinary Performance</p> <p>Interdisciplinary Performance</p> <p>[15887] Admission Requirements</p> <p>[15888] In addition to the General Admission Requirements applicants to the B.F.A. Major in Interdisciplinary Performance must audition. Audition request forms must be submitted by March 15.</p> <p>[15890] The Audition</p> <p>[15894] Audition request forms must be submitted by March 15.</p> <p>[15889] In-person auditions are encouraged. Applicants unable to audition in person must provide a recorded audition. Application and audition details are available at Interdisciplinary Performance.</p>



[15891] Requirements for both the in-person and the recorded audition include one classic or contemporary monologue from an existing work or a work created by the applicant, and one performance piece (movement, dance, text, music, or performance art) created by the applicant in which an object (prop) is used. Recorded auditions should be no longer than three minutes.

[15892] For inquiries regarding auditions for Interdisciplinary Performance, please contact the UBC Okanagan campus Department of Creative Studies at 250.807.9761.

[15891] Requirements for both the in-person and the recorded audition include one classic or contemporary monologue from an existing work or a work created by the applicant, and one performance piece (movement, dance, text, music, or performance art) created by the applicant in which an object (prop) is used. Recorded auditions should be no longer than three minutes.

[15892] For inquiries regarding auditions for Interdisciplinary Performance, please contact the UBC Okanagan campus Department of Creative Studies at 250.807.9761.

Type of Action: Advance deadline for submission of audition request forms from the current March 15 to February 15.

Rationale: UBC changed the deadline for applications to the institution to January 31st of each year so the BFA Major in Interdisciplinary Performance program is moving the deadline for submission of audition request forms to be closer to that deadline. The audition request form deadline has typically been two weeks after the general UBC application deadline and this change will maintain that interval.

The parallel change to the deadline for submission of the portfolio and letter of intent for the BFA Major in Visual Arts program was approved by Senate in March 2012.

THE UNIVERSITY OF BRITISH COLUMBIA**OKANAGAN SENATE SECRETARIAT
Enrolment Services
Senate and Curriculum Services**

May 17, 2012

To: Okanagan Senate

From: Admissions and Awards Committee

Subject: Revised Awards (approval)
i. Deputy Vice-Chancellor Scholarship for Continuing Students
ii. Deputy Vice-Chancellor Scholarship for International Students

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

Motion: *That Senate accept the revised awards as listed and forward them to the Board of Governors for approval.*

The Deputy Vice-Chancellor Scholarship for Continuing Students (domestic) was approved by Senate at the April 2010 meeting. The international student version of the scholarship was approved by Senate at the September 2011 meeting.

Amendments are proposed to the retention award criteria for both awards.

i. Deputy Vice Chancellor Scholarship for Continuing Students

Scholarships ranging in value from \$500 to \$1500 are offered by The University of British Columbia Okanagan to continuing domestic students entering second, third or fourth year at The University of British Columbia Okanagan. These scholarships recognize the value of continuing students and their academic achievement. (First awards available for the 2009/2010 Winter Session)

Current eligibility and award adjudication criteria:

The award values are:

- \$1500 for 90% or higher
- \$1000 for 85% to 89.99%
- \$500 for 80% to 84.99%

The award is based upon a fixed level of achievement (at or above 80% on 80% of a full course load).

New proposed eligibility and award adjudication criteria:

The award is based upon a fixed level of achievement:

1. Students must have attained a sessional average of at least 80% in the previous Winter session; and
2. Students must have been registered in a minimum 80% of a full-time course load in each term.

ii. Deputy Vice-Chancellor Scholarship for International Students

Scholarships ranging in value from \$500 to \$1,500 are offered to continuing international students entering second, third or fourth year at The University of British Columbia, Okanagan Campus. These scholarships recognize the value of continuing international undergraduate students and their academic achievement. (First awards available for the 2011/2012 Winter Session)

Current eligibility and award adjudication criteria:

The award values are:

- \$1500 for 90% or higher
- \$1000 for 85% to 89.99%
- \$500 for 80% to 84.99%

The award is based upon a fixed level of achievement (at or above 80% on a minimum 80% course load).

New proposed eligibility and award adjudication criteria:

The award is based upon a fixed level of achievement:

1. Students must have attained a sessional average of at least 80% in the previous Winter session; and
2. Students must have been registered in a minimum 80% of a full-time course load in each term.

Rationale

One of the goals in the *Regulations Governing University Awards* is “to ensure fairness, and maximum flexibility and efficiency in the administration of available funds.” The difference in wording affects students taking more than 80% of a full course load. Under the current wording, those students are given a calculated average based on the best course grades that constitute 80% of a full course load. With the new wording, the average will always be

calculated using all the courses the student took in the session. The basis is the actual overall performance of the student in that session.

The current wording of the criteria results in selections exceeding the funding capacity of the award. For example: the cost of the award under the existing wording has grown to \$727,500 for domestic students while the cost under the new wording is estimated at \$557,750 (representing a difference of \$169,750).

For the Committee
Dr. Spiro Yannacopoulos
Chair, Admissions and Awards Committee

THE UNIVERSITY OF BRITISH COLUMBIA**OKANAGAN SENATE SECRETARIAT****Enrolment Services
Senate and Curriculum Services**

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May 17, 2012

To: Okanagan Senate

From: Admissions and Awards Committee

Subject: New and Revised Awards (approval)

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

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.*

Vicki GREEN Graduate Award

A \$1,700 award has been endowed by Dr. Vicki Green, a member of the Faculty of Education at The University of British Columbia, Okanagan campus. The award is offered to a graduate student in the Faculty of Education, Okanagan campus, studying issues in social, economic, ecological, environmental and/or political sustainability. Candidates for the award are selected based on how their research will implement contemplative, transformational, imaginative, or creative interdisciplinary understandings in sustainability for children, youth, or teachers. The award is made on the recommendation of a selection committee comprised of members of the Faculty of Education. (First award available for the Winter 2012/13 session)

International Student Faculty Award (Okanagan)

Awards of \$5,000 each are offered to continuing international undergraduate students at The University of British Columbia, Okanagan campus. Students selected for these awards must have completed 60 credits towards their bachelor degree or be entering the third year of their program. Students must demonstrate strong academic achievement and engagement in their faculty, as well as the potential to make a scholarly contribution within their chosen field of study. The scholarships are made on the recommendation of the faculty in which the student is registered. (First awards available for the 2012/13 Winter Session)

KELOWNA BAR ASSOCIATION Award for Legal Studies

A \$1,000 award is offered by the Kelowna Bar Association to a student who has completed their final year in any undergraduate program offered by 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 School to a student who demonstrates academic excellence, leadership, and community involvement, and has been accepted into an accredited Canadian law school. Disbursement of the award is contingent upon documented proof of acceptance. (First award available for the 2011/12 Winter Session)

SECURIGUARD Scholarship in Arts and Sciences

A \$2,000 scholarship is offered by Securiguard to a second, third or fourth year student in the Irving K. Barber School of Arts and Sciences at The University of British Columbia, Okanagan campus. (First award available for the 2012/13 Winter Session)

SECURIGUARD Scholarship in Health and Social Development

A \$2,000 scholarship is offered by Securiguard to a second, third or fourth year student in the Faculty of Health and Social Development at The University of British Columbia, Okanagan campus. (First award available for the 2012/13 Winter Session)

SECURIGUARD Scholarship in Management

A \$2,000 scholarship is offered by Securiguard to a second, third or fourth year student in the Faculty of Management at The University of British Columbia, Okanagan campus. (First award available for the 2012/13 Winter Session)

Sharron SIMPSON Family Bursary

A \$1,000 bursary is offered by Sharron Simpson and family to a fourth or fifth year student enrolled in any undergraduate degree program at The University of British Columbia, Okanagan campus. Preference is given to a student with dependents and demonstrated financial need who graduated from a high school in the Okanagan region. (First award available for the 2012/13 Winter Session)

Jordan YOUNG Memorial Athletics Award

A \$1,400 award is offered by the family and friends of Jordan Young to a member of the Men's Volleyball Team in any year of study. Jordan was a valuable member of the Men's Volleyball Team and a skilled rookie with a bright future in sports ahead of him. His enthusiasm, character, and positive outlook were respected by Heat coaches and players alike. The award is made on the recommendation of the Athletics and Recreation Department at The University of British Columbia, Okanagan campus, to an outstanding student who has demonstrated excellent leadership skills and maintained good academic standing. (First award available for the 2012/13 Winter Session)

Previously-Approved Awards with Changes in Terms or Funding Source:**Gordon William HAUG Memorial Bursary**

Bursaries up to \$2,000 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. (First awards available for the 2008/09 Winter Session)

For the Committee
Dr. Spiro Yannacopoulos
Chair, Admissions and Awards Committee

THE UNIVERSITY OF BRITISH COLUMBIA**OKANAGAN SENATE SECRETARIAT
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Senate and Curriculum Services**

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www.senate.ubc.ca

May 17, 2012

To: Okanagan Senate

From: Admissions and Awards Committee

Subject: Annual Report – Appeals on Applications for Admission to Programs (information)

Pursuant to section 37(1) (b) of the *University Act*, the Okanagan Senate has delegated to the Admissions and Awards Committee the authority to hear final appeals on applications for admission and readmission to the University.

Between May 1, 2011 and April 30, 2012, the Admissions and Awards Committee heard 14 student appeals for admission to a degree program (compared to 17 in 2010/11). Appeals can be allowed (and the applicant admitted) or dismissed. Of the appeals heard by the Committee, 8 were allowed and 6 were dismissed.

In brief:

- 1 to the Bachelor of Applied Science, Okanagan Campus (allowed)
- 3 to the Bachelor of Arts (2 allowed)
- 4 to the Bachelor of Science (2 allowed)
- 1 to the Bachelor of Fine Arts (allowed)
- 3 to the Bachelor of Human Kinetics (none allowed)
- 1 to the Bachelor of Management (allowed)
- 1 to the Bachelor of Social Work (allowed)

For the Committee,
Dr. Spiro Yannacopoulos
Chair, Admissions and Awards Committee

THE UNIVERSITY OF BRITISH COLUMBIA

Appeals of Standing and Discipline Committee
c/o
Enrolment Services | Senate & Curriculum Services
Brock Hall 2016 – 1874 East Mall
Vancouver BC V6T 1Z1
Tel : (604) 822-8141 | Fax : (604) 822-5945

4 May 2012

To: Okanagan Senate
From: Appeals of Standing and Discipline Committee
Re: Annual Report 2011-2012 (information)

Committee Terms of Reference:

Delegated Authority over the following by Senate:

- A. Appeals of decisions of the President on student discipline;
- B. Appeals of final decisions of Faculties on academic standing; and
- C. Appeals of final decisions of Faculties on promotion/advancement.

As per Part 5, Section 37(a) of the *Rules and Procedures of the Okanagan Senate*, and following general legislative practice for a standing committee exercising delegated authority of a larger assembly, the Committee makes an annual report to Senate including the number of appeals heard, their disposition, and the general nature of the appeals.

The Okanagan Senate Appeals of Standing and Discipline Committee is a standing committee of the Okanagan Senate established under section 37(1)(v) of the *University Act* R.S.B.C. 1996, c.468 (the “*Act*”) as the “standing committee of final appeal for students in matters of academic discipline.” The Committee also serves as the mechanism for student appeals of faculty decisions under section 40(g) of the *Act*.

The following is a brief summary of the appeals heard in 2011/12.

A. Student Discipline

Under section 61(1) of the *Act*, the “president has power to suspend a student and to deal summarily with any matter of student discipline.” Under section 61(2) of the *Act*, the President “must promptly report the action to the standing committee established under section 37(1)(v) with a statement of his or her reasons.” Under section 61(3) of the *Act*, the “action of the president is final and subject in all cases to an appeal to the senate.”

Student discipline is governed by the Policies and Regulations section of the UBC Okanagan Academic Calendar (see UBC Okanagan Academic Calendar Policies and Regulations, Student Discipline
<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=3,54,0,0>).

The Committee shall allow an appeal where it is decided that one of more of the following has occurred:

1. The President incorrectly determined that the conduct of the student, either admitted or as found by the President, constitutes misconduct or the President incorrectly applied a University policy or procedure.
2. The student has material evidence that was not reasonably available at the time of the President's Committee hearing.
3. There was a breach or unfair application of the University's procedures prior to the President's Committee hearing that was raised before the President's Committee but not adequately remedied through the President's Committee.
4. The procedure of the President's Committee was unfair or operated unfairly, in that there was bias or a lack of independence in the President's Committee, or the President's Committee's procedures were unfairly applied or breached, or that the President gave insufficient reasons for his or her decision.
5. The President erred in the President's assessment of the evidence in the President's Committee's report, including any factual inferences made by the President, or the credibility of the student or other witnesses,
6. The discipline imposed by the President was excessive.

Note: Each ground of appeal has a distinct and associated remedy and appeals can only be allowed against the corresponding remedy e.g.: if the Committee finds that the President incorrectly determined the conduct of the student, the appropriate standard of review is correctness. The Committee may reverse or vary the President's decision or substitute its own decision if it disagrees with the President's determination or application of a University policy or procedure.

1. Academic Misconduct

Since May 2011, the Committee has heard zero (0) appeals against findings of academic misconduct.

2. Non-academic Misconduct

Since May 2011, the Committee has heard zero (0) appeals against findings of non-academic misconduct.

B. Academic Standing

The Okanagan Senate has delegated to the Appeals of Standing and Discipline Committee the authority to hear and dispose of student appeals from decisions of Faculties in matters of academic standing. The Committee shall allow an appeal where it is decided that the decision of the Faculty was arrived at through improper or unfair procedures, and that as a result, a wrong decision may have been arrived at. However, the Committee has no jurisdiction where the sole question raised in an appeal turns on the exercise of academic judgment by a Faculty member. The Okanagan Senate has conferred on the Committee the power to make final decisions pursuant to section 37(1)(b) of the *Act* (see UBC Okanagan Academic Calendar, Policies and Regulations, Senate Appeals on Academic Standing, section 2:

<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=3,53,106,0>).

Students may also appeal to the Committee for contravention of procedure with respect to a Review of Assigned Standing in a Course (see UBC Okanagan Academic Calendar, Policies and Regulations, Review of Assigned Standing in a Course: <http://www.calendar.ubc.ca/okanagan/index.cfm?tree=3,294,0,0>).

An appeal allowed by the Committee shall be by:

- reversal of the decision of the Faculty, and the granting of such academic standing to the Appellant as the Committee thinks fit in the circumstances; or
- quashing of the decision of the Faculty, and the sending of the matter back to the Faculty to be dealt with in accordance with proper procedures.

Since May 2011, the Committee has heard two (2) appeals: one appeal was allowed in full, and one appeal was allowed in part.

The student appealed a decision of the Faculty regarding her failed standing in a course. The Committee found that a discrepancy in the course syllabus between the formula to be used in calculating students' weighted average and a reference to the grade weighting of the final exam must be resolved in favour of the student so as to meet the test of applying fair and proper procedures. The Committee quashed the Faculty's decision and sent the matter to back to the Faculty to be determined applying the appropriate procedures.

Appeal allowed

The student appealed a decision of the Faculty regarding her failed standing in a course. The Committee found that the part of the decision of the Faculty concerning the application and calculation of a late penalty to a particular assignment was determined using improper or unfair procedures, given that there were a number of different ways to interpret the penalty provision in the course outline. This part of the appeal was allowed. However, the Committee also found that the part of the decision of the Faculty concerning the imposition of a penalty for lateness was fair and proper: the student had been granted a number of concessions over the course of the term, and had not approached the instructor for assistance regarding the assignment in question in a timely manner. This part of the appeal was dismissed. The Committee held that the most critical reason for the student's failed standing was a failure to address the demands of the course in a timely manner.

Appeal allowed in part

General Comments and Observations

The Committee wishes to reiterate to Faculties and Departments the importance of following due process, as well as of notifying students of their right to appeal to the Senate Committee when issuing decisions on academic standing. The Committee wishes to clarify that where there is ambiguity in, for example, information regarding processes which might operate to an Appellant's detriment, in the interest of fairness, the Committee is likely to interpret that ambiguity in such a way as to favour the Appellant's position, as it is the Faculty's responsibility to ensure that students have the information necessary to make fully-informed decisions.

The Committee renews its commitment to ensure that students engaged in the appeals process receive justice in as swift a manner as possible under the rules. It would also like to note that it maintains detailed records of each appeal and reviews these annually to ensure both consistency and wisdom in its decision-making.

Finally, the Committee would once again like to thank the offices of the Deputy Vice-Chancellor, the Vice-President Academic and Provost (Vancouver campus), the Vice-President Research (Vancouver Campus), the Vice-President Students, and University Counsel for supporting the efforts of the Committee by co-sponsoring the annual *Foundation of Administrative Justice* workshop, held in December 2011, which was very well-received.

For the Committee,
Ms. Laura Patterson
Chair, Appeals of Standing and Discipline Committee

2011/2012 Committee Members

Ms. Laura Patterson, Chair
Dr. Fes deScally
Dr. Sandy Hilton
Dr. Carole Robinson
Dr. Philip Balcean
Dr. Ernest Alan Broome
Ms. Kaitlyn Levy (student)
Ms. Darby Milner (student)
Ms. Melia Campos (student)

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Enrolment Services
Senate and Curriculum Services

Okanagan Campus
University Centre · UNC 322
3333 University Way
Kelowna, BC · V1V 1V7
Tel: (250) 807-9619 · Fax: (250) 807-8007
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May 17, 2012

To: Okanagan Senate

From: Curriculum Committee

Subject: May 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.

As such, the following is recommended to Senate:

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

For the Committee,
Dr. Dwayne Tannant
Chair, Curriculum Committee

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May 17, 2012

To: Okanagan Senate

From: Curriculum Committee

Subject: May Curriculum Proposals (approval)

Enclosed please find the following for your consideration:

From the Faculty of Applied Science

1. The following new course:
 - a. ENGR 535 (3) Railway Systems Engineering

From the Faculty of Arts and Science

2. The following new courses:
 - a. BIOL 104 (3) Concepts of Biology: An Aboriginal Perspective
 - b. BIOL 350 (3) Clinical Neuroscience
 - c. BIOL 370 (3) African Savannah Biology
 - d. EESC 434 (3) Sediment Transport Mechanics
 - e. PSYO 349 (3) Positive Psychology
 - f. PSYO 457 (3) Applied Social Psychology in the Workplace
 - g. PSYO 474 (3) Program Evaluation

Faculty of Creative and Critical Studies

3. The following new courses:
 - a. ARTH 420 (3) The Cinema of Alfred Hitchcock
 - b. SPAN 298 (3) Intensive Intermediate Spanish I (Heritage)
SPAN 299 (3) Intensive Intermediate Spanish II (Heritage)
 - c. SPAN 320 (3) Spanish-American Short Story

- d. SPAN 323 (3) Contemporary Hispanic Poetry of Spain and Spanish America
4. The following new programs:
- a. BFA Major In Visual Arts, Arts and Science Minor Programs
 - b. BFA Major in Interdisciplinary Performance, Arts and Science Minor Programs



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Curriculum Proposal Form New Course – Okanagan Campus

Category: 1

<p>Faculty/School: Applied Science Department/Unit: School of Engineering School Approval Date: March 29, 2012 Effective Session: 2012W</p>	<p>Date: February 22, 2012 Contact Person: Dr. Dwayne Tannant Phone: 250.807.8067 Email: dwayne.tannant@ubc.ca</p>
<p>Proposed Academic Calendar Entry:</p> <p><u>ENGR 535 (3) Railway Systems Engineering</u> <u>Railway engineering practices, data, specifications, plans, and economics pertaining to the planning, design, construction, and operation of railway systems: tracks, controls, running stock, facilities, emerging research, and technology.</u></p>	<p>Draft Academic Calendar URL: N/A</p> <p>Present Academic Calendar Entry: N/A</p> <p>Type of Action: New course.</p> <p>Rationale: This new course is added to support the M.Eng., M.A.Sc., and Ph.D. programs in the School of Engineering, Faculty of Applied Science. The course is interdisciplinary (as it brings together civil, electrical and mechanical engineering design components) and would play a role in sustainability-related research of graduate students under the supervision of professors in the School of Engineering. It will also be offered as an elective to graduate students enrolled in urban studies research under the IGS Sustainability theme. As a directed studies course, it has already been taught to seven engineering students. This course will not be cross-listed as an undergraduate course.</p>



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Curriculum Proposal Form New Course– Okanagan Campus

Category: 1

<p>Faculty/School: Arts and Sciences Department/Unit: Unit 2 - Biology Faculty/School Approval Date: March 27, 2012 Effective Session: 2012W</p>	<p>Date: February 20, 2012 Contact Person: Dr. Blythe Nilson Phone: 250.807.9555 Email: blythe.nilson@ubc.ca</p>
<p>Proposed Academic Calendar Entry:</p> <p><u>BIOL 104 (3) Concepts of Biology: An Aboriginal Perspective</u> <u>Introduction to core biology concepts employing an Aboriginal perspective of cyclical analysis and synthesis. Scientific method, energy acquisition, cell structure and function, genetics, evolution and diversity. Cannot be counted for credit toward the B.Sc. degree. [3-3-0]</u> <u>Prerequisite: Biology 11 or permission of the instructor.</u></p>	<p>Draft Academic Calendar URL: N/A Present Academic Calendar Entry: N/A</p> <p>Type of Action: New course.</p> <p>Rationale: This course was developed in collaboration with Aboriginal Programs and Services to address the unique needs and obstacles facing Aboriginal students. It fulfills goals for Aboriginal engagement set out in the Place and Promise Plan for UBC.</p> <p>Using the concept of cyclical analysis and synthesis as a perspective, this course emphasizes interrelationships among core concepts in biology using a circular rather than a hierarchical framework. The presentation format is a symbol common in aboriginal cultures. Many aboriginal</p>

	<p>students do not succeed in introductory university science courses in part because of the large culture gap they face in their first year. The way the course is organized presents information in a way more familiar to Aboriginal students and will allow them to integrate more easily into university culture.</p> <p>Energy transfer and the scientific method are the overarching themes. Topics will include fundamentals of biochemistry, energy acquisition, cell biology, inheritance, evolution and diversity. Labs will use scientific methodology to explore some topics further.</p> <p>This course is designed for students with little or no high school science.</p>
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Curriculum Proposal Form New Course – Okanagan Campus

Category: 1

<p>Faculty: Arts and Sciences Department: Unit 2 Faculty Approval Date: March 27, 2012 Effective Session: 2012W</p>	<p>Date: February 18, 2012 Contact Person: Bruce Mathieson Phone: 250-807-8760 Email: bruce.mathieson@ubc.ca</p>
<p>Proposed Academic Calendar Entry:</p> <p><u>BIOL 350 (3) Clinical Neuroscience</u> <u>The structural, biochemical, and functional changes that characterize clinically-important diseases of the nervous system, including: brain and spinal cord trauma; developmental disorders, memory, and memory dysfunction; neurodegenerative diseases; mood and anxiety disorders; epilepsy; and maintenance of homeostasis. [3-0-0]</u> <u>Prerequisite: One of BIOL 200, BIOL 235, BIOL 341, PSYO 230, PSYO 331, and third-year standing.</u></p>	<p>Draft Academic Calendar URL: N/A</p> <p>Present Academic Calendar Entry: N/A</p> <p>Type of Action: New course.</p> <p>Rationale: This is a new interdisciplinary course with a high degree of current relevance for many science students and students interested in human diseases. The course will be suitable as an elective in Biology as well as other programs.</p> <p>The course has been taught three times already as a 3rd/4th year Special Topics course with enrolments of 18 and 33 and 60. It can be taught on a rotational basis in alternating years with BIOL 341: Neurobiology.</p> <p>Prerequisites provide basic understanding of cell biology and normal function of the nervous system for students in biology, psychology and human kinetics.</p>



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Curriculum Proposal Form New Course – Okanagan Campus

Category: 1

<p>Faculty/School: Arts and Sciences Department/Unit: Unit 2: Biology Faculty/School Approval Date: March 27th, 2012 Effective Session: 2012W</p>	<p>Date: March 14, 2012 Contact Person: William Bates Phone: 250.807.7550 Email: william.bates@ubc.ca</p>
<p>Proposed Academic Calendar Entry:</p> <p><u>BIOL 370 (3) African Savannah Biology</u> <u>Analysis of the ecological, developmental, and evolutionary mechanisms responsible for the diversity of African savannah life including early hominins. [3-0-0]</u> <u>Prerequisite: BIOL 203.</u></p>	<p>Draft Academic Calendar URL: N/A Present Academic Calendar Entry: N/A</p> <p>Type of Action: New course.</p> <p>Rationale: This course has been taught twice as BIOL 420 Special Topics in Biology. Enrolments for this course were approximately 30 students. This course would expand the choice of electives for students interested in zoology, wildlife biology and conservation biology. Students interested in understanding the intense pressures facing sub-Saharan Africa (human population growth, disease, famine and poaching) and gaining an understanding of our ancestral African home would benefit from taking this course. Every year a number of our students do volunteer work in HIV clinics/orphanages or volunteer with conservation biology groups making this course useful for preparing them to work/study in Africa.</p>



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Curriculum Proposal Form New Course – Okanagan Campus

Category: 1

<p>Faculty/School: Arts and Sciences Department/Unit: Unit 7 – EESC & Physical Geography Faculty/School Approval Date: March 27th, 2012 Effective Session: 2012W</p>	<p>Date: February 16, 2012 Contact Person: Dr. Bernard Bauer Phone: 250.807.9595 Email: bernard.bauer@ubc.ca</p>
<p>Proposed Academic Calendar Entry:</p> <p><u>EESC 434 (3) Sediment Transport Mechanics</u> <u>Fundamental concepts and theories describing fluid flow and sediment transport; particle settling; particle entrainment; transport modes (suspension, saltation, bedload); mass flux prediction; transport in fluvial, coastal, aeolian, and engineered environments. [3-2*-0]</u> <u>Prerequisite: Either (a) one of EESC 222, GEOG 222; or (b) APSC 253.</u></p>	<p>Draft Academic Calendar URL: N/A Present Academic Calendar Entry: N/A</p> <p>Type of Action: New course.</p> <p>Rationale: Expand the fourth-year offerings to Earth & Environmental Sciences students and Engineering students interested in sediment transport as a process that alters Earth's surface. The course builds on the introductory-level Geomorphology course (EESC 222/GEOG 222), which covers a broad spectrum of traditional topics, and is complementary to three other specialized geomorphology courses (EESC 422/GEOG 422 – Fluvial</p>

	<p>Geomorphology; EESC 435 – Applied Fluvial Geomorphology, EESC 436/GEOG 436 – Coastal Geomorphology) as well as ENGR 342 – Open Channel Flow.</p> <p>This course offers remedial opportunities for graduate students wishing to undertake studies in process geomorphology or civil/environmental engineering, for which there is significant faculty expertise at UBC Okanagan.</p>
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Curriculum Proposal Form New Course – Okanagan Campus

Category: 1

<p>Faculty/School: Arts and Sciences Department/Unit: Psychology Faculty/School Approval Date: March 27th, 2012 Effective Session: 2012W</p>	<p>Date: March 27, 2012 Contact Person: Jan Cioe Phone: 250.807.8732 Email: jan.cioe@ubc.ca</p>
<p>Proposed Academic Calendar Entry:</p> <p><u>PSYO 349 (3) Positive Psychology</u> <u>The psychology of happiness and well-being. Current research designs, techniques, empirical findings, and theories in positive psychology. Practical experience with some of the interventions and strategies used in positive psychology. [3-0-0]</u> <u>Prerequisite: 6 credits of 200-level PSYC or PSYO.</u></p>	<p>Draft Academic Calendar URL: N/A Present Academic Calendar Entry: N/A</p> <p>Type of Action: New course.</p> <p>Rationale: This course has been offered as a special topics course in the past. The Department intends to offer this course on a regular basis given its popularity and the fact that positive psychology is a growing area of research in Psychology.</p>



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Curriculum Proposal Form New Course – Okanagan Campus

Category: 1

<p>Faculty/School: Arts and Science Department/Unit: Psychology Faculty/School Approval Date: March 27, 2012 Effective Session: 2012W</p>	<p>Date: February 24, 2012 Contact Person: Jan Cioe Phone: 250.807.8732 Email: jan.cioe@ubc.ca</p>
<p>Proposed Academic Calendar Entry:</p> <p><u>PSYO 457 (3) Applied Social Psychology in the Workplace</u> <u>Theories and concepts of social psychology applied to working in the organizational context with an emphasis on human service delivery systems (health, mental health, education, justice, social services, and others). [3-0-0]</u> <u>Prerequisite: PSYO 252 and third-year standing.</u></p>	<p>Draft Academic Calendar URL: N/A Present Academic Calendar Entry: N/A</p> <p>Type of Action: New course.</p> <p>Rationale: This course has been offered as a special topics course in the past. The Department intends to offer this course on a regular basis. It provides an applied perspective to a core aspect of Psychology—social psychology. It also serves the purpose of providing an upper-level course for students who wish to gain additional depth and breadth in the social psychology area.</p>



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Curriculum Proposal Form New Course – Okanagan Campus

Category: 1

<p>Faculty/School: Arts and Science Department/Unit: Psychology Faculty/School Approval Date: March 27th, 2012 Effective Session: 2012W</p>	<p>Date: February 24, 2012 Contact Person: Jan Cioe Phone: 250.807.8732 Email: jan.cioe@ubc.ca</p>
<p>Proposed Academic Calendar Entry:</p> <p><u>PSYO 474 (3) Program Evaluation</u> <u>Practical course guiding students in the application of research methods to planning and carrying out program evaluations. An advanced course, in which students will critique existing evaluations and develop their own evaluation designs. [3-0-0]</u> <u>Prerequisite: All of PSYO 270, 271, or equivalent.</u></p>	<p>Draft Academic Calendar URL: N/A Present Academic Calendar Entry: N/A</p> <p>Type of Action: New course.</p> <p>Rationale: This course has been offered as a special topics course in the past. The Department intends to offer this course on a regular basis. It provides a skill set (program evaluation) that is very valuable for an undergraduate since it is a marketable skill.</p>



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Curriculum Proposal Form New Course – Okanagan Campus

Category: 1

<p>Faculty: Creative and Critical Studies Department/Unit: Critical Studies Faculty/School Approval Date: April 11, 2012 Effective Session: 2012W</p>	<p>Date: April 2012 Contact Person: Dr. Hussein Keshani Phone: 250.807. 9770 Email: hussain.keshani@ubc.ca</p>
<p>Proposed Academic Calendar Entry:</p> <p><u>ARTH 420 (3) The Cinema of Alfred Hitchcock</u> <u>A study of the films of Alfred Hitchcock as visual artifacts understood in the light of contemporary cultural theories.</u> <u>[3-0-0]</u> <u>Prerequisite: Third-year standing.</u></p>	<p>Draft Academic Calendar URL: N/A</p> <p>Present Academic Calendar Entry: N/A</p> <p>Type of Action: New course.</p> <p>Rationale: This is course is being added as part of the suite of courses to be taught by a faculty member who has returned to full-time teaching. This offering expands upper-level offerings in Art History and Visual Cultural as well as Cultural Studies. This course is designed to reflect faculty expertise in programming and offers greater choice of fourth-year options.</p>



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Curriculum Proposal Form New Courses – Okanagan Campus

Category: 1

<p>Faculty: Creative and Critical Studies Department/Unit: Critical Studies Faculty/School Approval Date: April 11, 2012 Effective Session: 2012W</p>	<p>Date: January 22, 2012 Contact Person: Grisel María García Pérez Phone: 250-807-9310 Email: grisel.garcia-perez@ubc.ca</p>
<p>Proposed Academic Calendar Entry:</p> <p><u>SPAN 298 (3) Intensive Intermediate Spanish I (Heritage)</u> <u>Integrated skills in modern Spanish. Emphasis on reading and writing. Designed for students who are native, near-native, or heritage speakers, and for those who are more proficient and/or literate in Spanish. [3-0-0]</u> <u>Prerequisite: Contact the Spanish language advisor for an assessment test.</u></p> <p><u>SPAN 299 (3) Intensive Intermediate Spanish II (Heritage)</u> <u>A continuation of SPAN 298. [3-0-0]</u> <u>Prerequisite: SPAN 298.</u></p>	<p>Draft Academic Calendar URL: N/A Present Academic Calendar Entry: N/A</p> <p>Type of Action: New courses.</p> <p>Rationale: First language learners of Spanish exhibit levels of proficiency, which goes beyond second language learners of Spanish. At present the Spanish program does not have courses targeting this type of student. A course like this will expand the offerings of our program.</p>



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Curriculum Proposal Form New Course – Okanagan Campus

Category: 1

<p>Faculty: Creative and Critical Studies Department/Unit: Critical Studies Faculty/School Approval Date: April 11, 2012 Effective Session: 2012W</p>	<p>Date: February 25, 2012 Contact Person: Bernard Schulz-Cruz Phone: 250-807-9379 Email: bernard.schulz-cruz@ubc.ca</p>
<p>Proposed Academic Calendar Entry:</p> <p><u>SPAN 320 (3) Spanish-American Short Story</u></p> <p><u>An understanding and analysis of literary texts through selected authors and short stories from Spanish America. Taught in Spanish. [3-0-0]</u></p> <p><u>Corequisite: SPAN 301.</u></p>	<p>Draft Academic Calendar URL: N/A</p> <p>Present Academic Calendar Entry: N/A</p> <p>Type of Action: New course.</p> <p>Rationale: Expand Spanish course selections.</p>



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Curriculum Proposal Form New Course – Okanagan Campus

Category: 1

<p>Faculty: Creative and Critical Studies Department/Unit: Critical Studies Faculty/School Approval Date: April 11, 2012 Effective Session: 2012W</p>	<p>Date: March 8, 2012 Contact Person: Bernard Schulz-Cruz Phone: 250-807-9379 Email: bernard.schulz-cruz@ubc.ca</p>
<p>Proposed Academic Calendar Entry:</p> <p><u>SPAN 323 (3) Contemporary Hispanic Poetry of Spain and Spanish America</u> <u>Surveys contemporary poetry of Spain and Spanish-America: tradition, history, politics, and the different poetics. Taught in Spanish. [3-0-0]</u> <u>Corequisite: SPAN 301.</u></p>	<p>Draft Academic Calendar URL: N/A Present Academic Calendar Entry: N/A</p> <p>Type of Action: New course. Rationale: Expand Spanish course selections</p>



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Curriculum Proposal Form New Program – Okanagan Campus

Category: 1

<p>Faculty: Faculty of Creative and Critical Studies Department: Creative Studies Faculty/School Approval Date: April 11, 2012 Effective Session: 2012W</p>	<p>Date: January 18, 2012 Contact Person: Mr. Briar Craig Phone: 250.807.9765 Email: briar.craig@ubc.ca</p>
<p>Proposed Academic Calendar Entry: Homepage (draft) Faculties, Schools, and Colleges Faculty of Creative and Critical Studies Bachelor of Fine Arts Program Visual Arts</p> <p>Visual Arts</p> <p>[15852] Admission Requirements</p> <p>[...]</p> <p>[15864] Major in Visual Arts</p> <p>[...]</p> <p>[15882] Minor in Visual Arts</p> <p>[...]</p> <p><u>Arts and Science Minor Programs</u></p> <p><u>B.F.A. Major in Visual Arts students who wish to focus their non-B.F.A. electives may undertake an optional minor program in conjunction with the B.F.A. degree.</u></p>	<p>Draft Academic Calendar URL: http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,283,833,1289</p> <p>Present Academic Calendar Entry: Homepage (draft) Faculties, Schools, and Colleges Faculty of Creative and Critical Studies Bachelor of Fine Arts Program Visual Arts</p> <p>Visual Arts</p> <p>[15852] Admission Requirements</p> <p>[...]</p> <p>[15864] Major in Visual Arts</p> <p>[...]</p> <p>[15882] Minor in Visual Arts</p> <p>[...]</p>

Students may undertake any minor offered by the Faculty of Arts and Sciences <link to <http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,282,857,0>> or the Faculty of Creative and Critical Studies <link to <http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,282,858,0>> available to Bachelor of Arts or Bachelor of Science students (e.g.: Art History and Visual Culture, Gender and Women's Studies, Indigenous Studies, Biology, Philosophy, etc.).

B.F.A. students are required to complete at least 30 credits with at least 12 credits at the 300/400 level. Students must also complete all the requirements for the minor. Please see the specific minor requirements listed under the various disciplines.

Students who wish to pursue a minor should consult a program advisor.

Upon completion of a minor program, the notation, "Minor in [subject]" will be denoted on the student's transcript.

Type of Action: New program option.

Rationale: Interdisciplinary Performance BFA Students have increasingly been requesting the opportunity to achieve a minor concentration in an area outside of the Visual Arts as part of their degree. This reflects an increasing desire for demonstrable interdisciplinarity within an undergraduate degree program. Students wishing to undertake such a minor will need to seek appropriate academic counseling in order to complete the requirements for the Visual Arts major and the requirements for the chosen minor in a timely manner.



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Curriculum Proposal Form Change to Program – Okanagan Campus

Category: 1

<p>Faculty: Creative and Critical Studies Department/Unit: Creative Studies Faculty/School Approval Date: April 11, 2012 Effective Session: 2012W</p>	<p>Date: October 14, 2011 Contact Person: Mr. Neil Cadger Phone: 250.807.9349 Email: neil.cadger@ubc.ca</p>
<p>Proposed Academic Calendar Entry: Homepage (draft) Faculties, Schools, and Colleges Faculty of Creative and Critical Studies Bachelor of Fine Arts Program Interdisciplinary Performance</p> <p>Interdisciplinary Performance</p> <p>[15887] Admission Requirements</p> <p>[...]</p> <p>[15893] Major in Interdisciplinary Performance</p> <p>[...]</p> <p>[15895] Minor in Interdisciplinary Performance</p> <p>[...]</p> <p><u>Arts and Science Minor Programs</u></p> <p><u>B.F.A. Major in Interdisciplinary Performance students who wish to focus</u></p>	<p>Draft Academic Calendar URL: http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,283,833,1290</p> <p>Present Academic Calendar Entry: Homepage (draft) Faculties, Schools, and Colleges Faculty of Creative and Critical Studies Bachelor of Fine Arts Program Interdisciplinary Performance</p> <p>Interdisciplinary Performance</p> <p>[15887] Admission Requirements</p> <p>[...]</p> <p>[15893] Major in Interdisciplinary Performance</p> <p>[...]</p> <p>[15895] Minor in Interdisciplinary Performance</p> <p>[...]</p>

their non-B.F.A. electives may undertake an optional minor program in conjunction with the B.F.A. degree.

Students may undertake any minor offered by the Faculty of Arts and Sciences <link to <http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,282,857,0>> or the Faculty of Creative and Critical Studies <link to <http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,282,858,0>> available to Bachelor of Arts or Bachelor of Science students (e.g.: Art History and Visual Culture, Gender and Women's Studies, Indigenous Studies, Biology, Philosophy, etc.).

B.F.A. students are required to complete at least 30 credits with at least 12 credits at the 300/400 level. Students must also complete all the requirements for the minor. Please see the specific minor requirements listed under the various disciplines.

Students who wish to pursue a minor should consult a program advisor.

Upon completion of a minor program, the notation, "Minor in [subject]" will be denoted on the student's transcript.

Type of Action: New program option.

Rationale: Interdisciplinary Performance BFA Students have increasingly been requesting the opportunity to achieve a minor concentration in an area outside of the Visual Arts as part of their degree. This reflects an increasing desire for demonstrable interdisciplinarity within an undergraduate degree program. Students wishing to undertake such a minor will need to seek appropriate academic counseling in order to complete the requirements for the Visual Arts major and the requirements for the chosen minor in a timely manner.

THE UNIVERSITY OF BRITISH COLUMBIA

Okanagan Senate Nominating Committee
c/o
Enrolment Services | Senate & Curriculum Services
University Centre – UNC 322
Kelowna, BC V1V 1V7
Tel : (250) 807-9259 | Fax : (250) 807-8007

May 2, 2012

To: Okanagan Senate

From: Nominating Committee

Re: **Appointment of Student Senators to Committees of Senate and Committees of the Council of Senates (approval)**

Motion: That Senate appoint student Senators to the Committees of Senate as follows, for term ending March 31, 2013 and thereafter until replaced.

Academic Building Needs and Resources¹

Karim Aziz, Faculty of Arts and Science

Susana Baez, Student Senator At-Large, Management

Academic Policy

Melia Campos, Faculty of Education

Kyle Nolan, Graduate Student Representative, Faculty of Arts and Science

Matt Redekopp, Faculty of Health and Social Development

Admissions and Awards

Simon Bullock, Student Senator At-Large, Management

Janet Lawson, Student Senator At-Large, Faculty of Arts and Science

Agenda

Chun Li, Student Senator At-Large, Management

Curtis Tse, Student Senator At-Large, Management

Appeals of Standing and Discipline

Jesse Baxter, Faculty of Management

Matt Redekopp, Faculty of Health and Social Development

Curtis Tse, Senator At-Large, Management

Curriculum

Robbie Sharma, Faculty of Applied Science

Tim Smith, Faculty of Creative and Critical Studies

¹ The membership of this committee is the same as the membership of the Okanagan Sub-Committee of the Budget Committee of the Council of Senates.

Learning and Research

Jameel Al Ramahi, Student Senator At-Large, Management

Kyle Nolan, Graduate Student Representative, Faculty of Arts and Science

Nominating

Two positions for which calls for nominations will be made at the
May 17th Senate meeting by the Registrar

Respectfully Submitted,

Dr. Gurupdesh Pandher
Chair, Senate Nominating Committee



a place of mind
THE UNIVERSITY OF BRITISH COLUMBIA

Office of the Provost & Vice Principal

MEMORANDUM

Date: May 10, 2012
To: Okanagan Senate
From: Professor W. Wesley Pue, Provost and Vice Principal

A handwritten signature in black ink that reads "W. Wesley Pue".

Re: Annual Report of Research Institutes

I am pleased to provide the following reports from the three Research Institutes on the Okanagan campus. These reports are provided pursuant to Senate Policy O-5.

Institute for Healthy Living and Chronic Disease Prevention (IHLCDP)

Director: Dr. Joan Bottorff

Annual report:

http://senate.ubc.ca/sites/senate.ubc.ca/files/downloads/20112012_IHLCDP_ANNUAL_REPORT.pdf

The IHLCPD has been a very successful Research Institute since its inception. The highlights from the past year include increasing the interdisciplinary research focus of the members and encouraging applications for funding for interdisciplinary research; increasing the number of seminars and other events sponsored by the IHLCPD; providing research training opportunities for students; and a number of funded research projects which involved both Institute members and members of the community and which were funded by the Interior Health Authority.

Okanagan Sustainability Institute (OSI)

Director: Dr. Keith Culver

Annual report:

http://senate.ubc.ca/sites/senate.ubc.ca/files/downloads/20112012_OSI_ANNUAL_REPORT.pdf

Dr. Culver was appointed as Director of OSI in July 2011. Upon Dr. Culver's arrival, he initiated a full internal review of the OSI to determine its existing strengths and develop a focus for future growth and has undertaken internal and external consultations on the nature and role of OSI to clarify and reinforce the mandate of OSI. Dr. Culver has also been actively seeking out cross-campus engagement in the mission and research focus of OSI. As a result of this review and consultation, the OSI identified as its next thematic focus the intersection of *water*, *urbanization* and *rurality* in the particular context of the Okanagan Valley and with comparative reference to similarly situated places and peoples. OSI has been actively pursuing research opportunities and partnerships in the Okanagan Valley and has just completed its first Memorandum of Understanding with a community partner.

Species at Risk and Habitat Studies (SARAHS)

Director: Dr. Daniel Durall

Annual report:

http://senate.ubc.ca/sites/senate.ubc.ca/files/downloads/20112012_SARAHS_ANNUAL_REPORT.pdf

SARAHS has been a Research Centre on campus since 2006 and was created as a Research Institute on September 22, 2010. The Director was appointed at the end of October 2011. SARAHS currently has 82 members from a wide variety of disciplines. SARAHS has a 6000 square foot lab with equipment available to all members and operates a fee for service DNA sequencing enterprise and have expanded their capacity on this by adding a new piece of equipment this year. The graduate student members have been actively participating in a series of research events and some were even featured on a BBC special entitled "How Nature Works".