



**Okanagan Senate**  
**THE SECOND REGULAR MEETING OF THE OKANAGAN SENATE**  
**FOR THE 2013/2014 ACADEMIC YEAR**  
WEDNESDAY 30 OCTOBER 2013  
3:30 P.M. to 5:30 P.M.  
ASC 130 | OKANAGAN CAMPUS

**1. Senate Membership – Ms Maggie Hartley**

a. New Members (information)

Dr Ian Stuart, Faculty Representative for the Faculty of Management, to fill a vacancy

b. New Student Members (approval)

The Secretary calls for the following motion:

*That Senate appoint Mr Wesley McLean (Student Representative for the Faculty of Applied Science) and Mr Doug Whitelaw (Graduate Student Representative) to Senate on the recommendation of the Students' Union until 31 March 2014 and thereafter until replaced.*

c. Call for Nominations (information):

Two senators (one of whom must be a student) to serve on the Senate Nominating Committee (Third call for nominations)

**2. Minutes of the Meeting of 25 September 2013 – Dr Peter Arthur** (approval)  
(master pages 3-17)

**3. Business Arising from the Minutes – Dr Peter Arthur**

**4. President's Remarks – Prof. Stephen J. Toope** (information)

**5. From the Board of Governors – Prof. Stephen J. Toope** (information)

Confirmation that the following items approved by the Okanagan Senate were subsequently approved by the Board of Governors as required under the *University Act*:

**16 May 2013**

New Awards

Curriculum Proposals from the Faculties of Applied Science, Arts & Sciences, and Creative & Critical Studies

**24 April 2013**

Revised Awards

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**6. Academic Policy Committee – Dr Jan Cioe**

Terms of Reference for the Faculty of Education Council (approval) (master pages 18-27)

**7. Joint Report of the Admission & Awards and Curriculum Committees– Dr Spiro Yannacopoulos and Mr Ramine Adl/Dr Dwayne Tannant**

New Master of Fine Arts (MFA) program and revisions to the Interdisciplinary Graduate Studies (IGS) program (approval) (master pages 28-49)

**8. Admissions and Awards Committee – Dr Spiro Yannacopoulos**

Revisions to admission requirements for applicants to the Bachelor of Science in Nursing programs following the BC/Yukon Secondary School Curriculum (approval) (master pages 50-53)

**9. Curriculum Committee – Mr Ramine Adl/Dr Dwayne Tannant**

Curriculum proposals from the Faculty of Applied Science (approval) (master pages 54-59)

**10. Nominating Committee – Dr Deborah Roberts**

- a. Appointments to Senate Committees (approval) (master page 60)
- b. Adjustments to Student Senator Committee Assignments (approval) (master page 61)

**11. Other Business**

Regrets: telephone 604.822.5239 or e-mail: [facsec@mail.ubc.ca](mailto:facsec@mail.ubc.ca)

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



## Okanagan Senate

### Minutes of 25 September 2013

**DRAFT**

#### Attendance

Present:	Prof. D. Buszard (Vice-Chair); Ms M. Hartley (Secretary); Dr L. Allan; Dr P. Arthur; Dr P. Balcaen; Ms H. Berringer; Dr L. Bosetti; Dr E. A. Broome; Mr S. Bullock; Mr J. Byron; Dr J. Cioe; Mr N. Dodds; Dr R. R. Dods; Mr B. Edwards; Dr M. Grant; Ms F. Helfand; Dr J. Johnson; Dr C. Labun; Ms E. Lorie; Dr Y. Lucet; Mr C. MacKay; Dr B. Marcolin; Dr C. Mathieson; Dr B. Nilson; Ms L. Patterson; Dr A. Phillion; Dr D. Roberts; Dr C. Robinson; Dr B. Rutherford; Dr C. Scarff; Ms S. Sneg; Dr D. Tannant; Dr E. Taylor; Mr C. Tse; Dr P. van Donkelaar; Dr S. Yannacopoulos
Regrets:	Mr R. Adl; Dr K. Carlaw; Mr I. Cull; Dr F. de Scally; Mr T. Ewila; Ms A. Geddes; Dr K. Hewage; Dr A. Milani; Ms S. Morgan-Silvester; Prof. M. Parlange; Dr R. Sugden; Dr W. Tetty; Dr G. Wetterstrand
Via Videoconference:	Prof. S.J. Toope (President)
Guests:	Ms N. Hager; Ms M. Mazzotta; Mr F. Vogt
Recording Secretary:	Mr C. Eaton

#### Call to Order

The Vice-Chair called the first regular meeting of the Senate for the 2013/2014 Academic Year to order.

#### AGENDA CHANGE

Jan Cioe                                    }  
Peter Arthur                                }     *That the agenda item on “Okanagan Campus Visioning” be removed from the formal Senate agenda but that a presentation and discussion on that topic occur directly following this meeting, to be minuted by the Secretary and distributed to Senators*

Approved.

#### Senate Membership

##### NEW MEMBERS

The Registrar *pro tem.* introduced the following new members to Senate:

- Ms Heather Berringer, designate of the University Librarian, to replace Ms Melody Burton

- Dr Cynthia Mathieson, Provost *Pro. Tem.* to replace Dr Gordon Binsted
- Dr Marc Parlange, Dean of the Faculty of Applied Science, to replace Dean *Pro Tem.* Eric Hall
- Dr Barbara Rutherford, Acting Dean of the Faculty of Arts & Sciences to replace Dean Cynthia Mathieson
- Dr Edward Taylor, Acting Dean of the Faculty of Health & Social Development, to replace Dean Gordon Binsted

#### **NOMINATING COMMITTEE**

Ms Hartley reminded Senators of the two vacancies on the Senate Nominating Committee and asked that any nominations be directed to the Secretary by 15 October 2013.

Senator Johnson asked why some senators were referred to by the title of doctor and others by the rank of professor in written materials.

Mr Eaton replied that his staff used doctor by default but would use academic rank on request.

#### **Minutes of the Previous Meeting**

*Dwayne Tannant } That the Minutes of the Meeting of 16 May 2013 be adopted as*  
*André Phillion } corrected:*

*Corrections: Lassiere should be Lasserre on p. 8*

Approved.

#### **Business Arising From the Minutes**

##### **COLLEGIUM**

Dean Grant advised that the undergraduate collegia are open from 7 am to 7 pm and the graduate collegium is open from 7 am to 11 pm, and that these spaces were closed overnight as a matter of security. The University feels it would be a safety issue to have these spaces open overnight or to have students sleeping in them.

##### **AUCC**

Senator Tse asked if UBC had concerns regarding Access Copyright's recent lawsuit against York University.

The President advised that yes, UBC is aware of the chance of also being sued by the Access Copyright consortium. We took a leadership role in Canada in removing ourselves from their tariff. UBC, along with University's across the country, have been asked by York to contribute to their defense and we will be working with others to do so.

### **President's Remarks**

The President advised that he spoke at the Okanagan town hall on the Frosh activities at the Sauder School of Business in Vancouver and so he would not speak in depth to that matter at Senate. He advised that this gives us an opportunity to think broadly around student orientation activities at UBC in general. A taskforce has been established to look at these activities and significant changes may be recommended, including moving from student-organized to a partnership model for orientation activities.

Professor Toope advised that the Enrolment targets for the Okanagan campus had been met; 2288 new students have arrived this year. The number of international students rose 24% and these are now 9% of our undergraduate enrolment at the Okanagan campus.

The President informed Senate that the Board of Governors has accepted his recommendation to appoint Dr Kathleen (Kate) Ross as the new Registrar effective 1 November; she is presently the Registrar at Simon Fraser University (SFU). She brings a strong student focus to the portfolio and has led major initiatives at SFU around enrolment management and systems upgrades. Her expertise in student aid will be most useful as Government has announced a student aid review.

Professor Toope encouraged Senators to nominate for honorary degrees as the 30 September deadline was approaching; he put specific emphasis on encouraging the nomination of suitable nominations from within the academy as this group was traditionally underrepresented in nominations.

In terms of Government relations, the President stated that he and his Research Universities Council of British Columbia (RUCBC) colleagues have had a number of meetings with our new minister, Amrik Virk. We are feeling optimistic about how engaged he seems. We also have a new deputy minister who seems equally engaged. The President noted that as both were new to government and their positions.

Professor Toope reminded senators that Canada was moving into federal budget season and the Association of Universities and Colleges of Canada (AUCC) had already made its pre-budget submission focusing on three areas: graduate student support, the Canadian Foundation for Innovation, and supporting the indirect costs of research. The U15 universities support these recommendations but have also been working on a proposal to support research excellence across the country with specific assistance for indirect costs of research based on granting council success.

The President noted that the Faculty Association arbitrator has released an award to the Faculty Association of 2.5%; this exceeds the government mandated and is rooted in a concern that UBC remain in contention with salary increases at other institutions. This is an unfunded mandate but

UBC is pleased that the arbitrator has realized that we are competing in a national and international marketplace for professors.

In relation to copyright, UBC has received a letter from the Writers Union of Canada in relation to fair dealing and copyright. We have responded that we are in compliance with fair dealing as established by Parliament and interpreted recently by the Supreme Court. We pay around \$25M a year to publishers and authors each year, and only \$1M is spent on coursepacks. UBC undertakes a rigorous clearance process to ensure we have the correct rights. A portion of all course pack materials are covered by our agreements; the remainder are covered by transactional clearance, or under fair dealing do not require payment. Our evaluation of what is included under fair dealing is undertaken by trained staff, and where there is a determination that material cannot be used under fair dealing we undertake a transactional license to use that content. A few publishers have refused transactional agreements and this means we cannot use their materials.

Finally, the President drew Senate's attention to the Place and Promise annual report, currently available online. This year's report is entitled Connected by Commitment.

Senator Cioe noted that UBC had decided that emeritus professors at UBC were not eligible for honorary degrees and that a Senate committee had previously suggested that some special award should be created to honour their contributions. He asked if any action had been taken in that regard.

The President replied no decision had been made yet in this regard, but he agreed that it was our practice to not award UBC honorary degrees to our current or former professors; he suggested that the Learning and Research committee take the matter up with the Vancouver Tributes Committee and the Council of Senates so we could have a university-wide plan.

Curtis Tse noted that some professors were insistent that some materials they wanted to use in their teaching could not be used due to copyright issues.

Professor Toope replied that unfortunately if no transactional license is granted or the material is not otherwise covered, we cannot use the material. Professors needed to work with UBC to arrange for clearances. The President thanked the Library, Provost and University counsel's staff for their work on this process, noting that UBC has taken a very strong position and leadership role on this topic.

### **Deputy Vice-Chancellors Remarks**

Professor Buszard introduced the new ombuds officer for the campus, Maria Mazzotta. She comes from McGill University but was raised locally in Kamloops. Presently she will deliver services to students but as we move forward to consider equity and inclusion we hope to expand her services. Ms Mazzotta reports to the University Ombudsperson for Students.

Ms Mazzotta thanked the Senate for the opportunity to introduce herself. She expressed her hope to meet with as many persons as possible for shared learning.

The Deputy Vice-Chancellor noted that new pro tem. vice-principals for academics and research have been appointed, Drs Cynthia Mathieson and Gordon Binsted.

Professor Buszard reminded senators that as this is the end of the triennium this is an opportunity to talk about Senate structure and reorganization for the next triennium. She looks forward to bringing those discussions to Senate throughout the year. She suggested that one item for consideration could be the addition of the Vice-Principal Research to the membership of Senate.

It was noted that the Board of Governors met last week, and as per their tradition for September meetings, it was held in Kelowna. Professor Buszard informed senators that a useful discussion was held by the Board of a campus vision for the Okanagan, and several interesting presentations to the Board were made by Okanagan persons.

The Deputy Vice-Chancellor reminded senators that the AUCC will be considering part of our membership submission at their October board meeting; she indicated that we are feeling positive that they will send a visiting committee thereafter to further consider our membership.

#### **ATHLETICS FACILITY FEES**

Senators Cioe and Bullock noted that the price for athletics facility fees had risen in some cases by 50% or more in the past year and asked if an explanation could be given.

Professor Buszard agreed to find out the rationale for increases and report back at the next meeting. She suggested that with expanded facilities (such as the Hanger) that operating and staff costs like did increase even with donated facilities.

#### **Joint Report of the Academic Policy and Learning & Research Committees**

The Learning & Research Committee chair, Dr Peter Arthur, presented.

#### **AMENDMENTS TO CURRENT POLICY ON STUDENT EVALUATION OF TEACHING**

*Peter Arthur*  
*Jan Cioe*

}

*That the Senate approve that, within the current policy framework that applies to student evaluations of teaching at the Okanagan campus:*

*That individual instructors may consent to have the quantitative results of their teaching evaluations made available to students; and*

*That Deans, Heads, and Directors have access to all information contained in student evaluations of teaching except for the confidential questions collected at the specific request of individual*

*instructors.*

Dr Arthur noted that last year, student senators asked why teaching evaluation results were not made available. This prompted a number of committee meetings and after discussions, the committee noted that there were some negatives but the benefits outweighed those concerns. After consideration at SAPC, an open forum was held where 10 faculty attended. After a joint meeting, these resolutions were proposed.

Senator Dods asked if there was a discussion of also publishing along with those scores the size of the class and the number of respondents.

Dr Arthur advised that there was discussion around what information should be made available and that we did plan to make both the class size and number of respondents available.

Senator Tse noted his support for the policy.

Senator Johnson spoke against the motion. He understood the “customer satisfaction” desires, but also noted that these results were used for promotion and tenure considerations, and given the power imbalance he was unsure that consent could freely been given. He also spoke against the second clause, stating that he was unaware of any research that supported those comments being used to meaningfully measure teaching effectiveness.

Senator Lucet asked for parameters around the quantitative results being released. He suggested we should allow for professors to add a paragraph to the results to put those in context.

Senator Bullock spoke in favour of the motion, viewing transparency as important in encouraging teaching excellence.

Senator Nilson spoke against the motion, specifically the release of quantitative data. Although he described the motion as well intentioned as there was a belief that more transparency would lead to better teaching, he did not think this would be the case. He suggested that all non-tenured professors already take these comments very seriously. He expressed a concern that this motion, if approved, would produce negative effects in terms of morale, head workload, etc.

Senator Tse responded to a question from Dr Mathieson by stating that originally the students wanted all information released; the committees have not gone that far and have only proposed that professors have the ability to release their results, and he believes the committee’s approach is reasonable. He objected to “customer satisfaction” language used in debate, suggesting that “student satisfaction” was more proper.

Senator Cioe noted the information would not be available to everyone; he did not believe that faculty could be forced to release their results. He agreed that comments provided by students in evaluations varied greatly, but suggested that as a head this helped give him with context. He suggested that heads were sophisticated enough to adopted a nuanced approach and a blended model. The comments can help explain both high and low scores and give a different



interpretation than the pure quantitative approach. Finally, students have expressed a concern that comments were not of value if they only went to the faculty members. He suspected that most faculty members did act on them but he would like them all to do so.

Senator Rutherford spoke in favour of the motion. She expressed that it was important for students to have an idea of what a course entails based on previous student experience. She also spoke in favour of the 2<sup>nd</sup> part of the motion as it contextualized the data. This is critically important when it comes to reappointment or promotion due to the context.

Senator Yannacopoulos noted that in engineering publishing the scores would be irrelevant as students have very few choices on which courses they can take. We have to provide a supportive environment to help our teachers improve their teaching; we cannot allow a set of numbers to be used to punish instructors or to select their courses. He spoke against the first clause.

For the second clause he noted that external referees often asked for student comments and to date those could not be provided as we did not have this information. For APSC we have a problem as we have a single faculty APT committee and members there are used to seeing student comments.

*Spiro Yannacopoulos } That the motion be divided to consider the 2<sup>nd</sup> and 3<sup>rd</sup> clauses separately.  
Jan Cioe*

Senator Tse spoke against the division.

Division Approved

*By general consent, the Senate agreed to allow debate on the divided motions concurrently.*

Senator Robinson said that she would feel more in favour of these motions if she felt student comments on TEQ were consistently thoughtful, respectful and responsive. She asked if there had been any consideration for the benefits or detriment of student transparency and why we allowed anonymous comments?

Senator Cioe replied that he was familiar with 25 years of TEQ scores. He described students as smart, decent, honest human beings. By and large our students want a high quality institution; we hold them accountable and they want to hold us accountable. By and large we can make the assumption that comments will be as Senator Robinson has suggested. TEQ scores are consistent with other variables for teaching competency. Yes, faculty can distort those results.

Senator Cioe noted that there were discussions around should data should be public, but the motion was to give faculty the option of making things public. Right now, faculty who do want to release their results to students are not allowed to do so. Students are presently using suspect online sources for this information. The comments also help students understand how their

learning styles will work with each instructors approach. He further suggested that one can recognize legitimate feedback vs a vendetta.

Senator Edwards spoke strongly in favour of the motion. As a student he felt that he provided thoughtful commentary but noted when taking courses with the same instructors that his comments were not addressed.

Senator Cioe reminded senate that only the quantitative scores would be available to students and not the comments.

The President spoke in favour of each of the motions, suggesting that the first motion goes to transparency and accountability. He advised that when he arrived at UBC he was shocked by how difficult it was for students to find this information. He reminded senators that students will gather these data whether we facilitated it or not and this gives us some control over that process. In his experience the overall responses are fair, rational, and reasonable in his opinion. He agreed that there were outliers but the norm at Canadian institutions were high scores for professors.

To the second motion, Professor Toope agreed that having access to the comments provides flavor and context. He noted that there was a gender bias in responses against female processors and he appreciated the comments to help him know when data may be biased.

Senator Taylor asked if the measurement was considered principally an administrative tool or an informational tool. If the former he did not think the information should be released. Secondly, he supported the second motion as a critical management tool. If we ask students for this information it should be used, otherwise it misleads students who provide us with comments.

Senator Dodds appreciated Senator Toope's comments on gender bias in comments. She noted that women in the classroom are frequently intimidated and subject to inappropriate comments.

Senator Roberts noted that she went through APT at an institution where the scores were on her CV. This was the last concern on her mind and did not cause her any concerns.

Senator Patterson understood that students wanted to know what the learning environment would be when they signed up for a course but she was not sure if this was the right tool for that.

Senator Yannacopoulos suggested that he was surprised that students were supporting a motion that only made it possible but not mandatory for release.

Senator Arthur noted that in Vancouver, colleagues were simply able to check a box to release their data. We have shut that system down for our campus.

*Jan Cioe* } *That the Senate approve that, within the current policy framework*  
*Peter Arthur* } *that applies to student evaluations of teaching at the Okanagan*  
*campus:*

*That individual instructors may consent to have the quantitative results of their teaching evaluations made available to students.*

Approved  
27 in favour, 5  
opposed

*Jan Cioe* } *That the Senate approve that, within the current policy framework*  
*Peter Arthur* } *that applies to student evaluations of teaching at the Okanagan*  
*campus:*

*That Deans, Heads, and Directors have access to all information contained in student evaluations of teaching except for the confidential questions collected at the specific request of individual instructors.*

Approved  
30 in favour, 3  
opposed

### **Admission & Awards Committee**

*See Appendix A: Awards Reports*

The Chair of the Committee, Dr Spiro Yannacopoulos, presented.

#### **NEW AND REVISED AWARDS**

*Spiro Yannacopoulos* } *That Senate accept the new and revised awards*  
*Jan Cioe* } *as listed and forward them to the Board of*  
*Governors for approval; and that a letter of*  
*thanks be sent to the donors; and*

Approved

*Spiro Yannacopoulos* } *That Senate accept the revised award as listed*  
*E Allan Broome* } *and forward it to the Board of Governors for*  
*approval.*

Senator Yannacopolous explained the nature of the change to allow for 2<sup>nd</sup> year students.

Senator Lucet asked why the “the” was not capitalized on our list.

The Associate Secretary clarified that our official name included the “The” but that all of the awards terms use it in the lower case if not at the start of a sentence.

Approved

### **Nominating Committee**

Dr Deborah Roberts, Chair of the Senate Nominating Committee, presented.

### **PROVOST SEARCH COMMITTEE**

*Deborah Roberts*  
*Curtis Tse*

}

*That Senate appoint student senators to the  
Committees of Senate as follows, for terms ending  
31 March 2104 and thereafter until replaced:*

*Academic Building Needs and Resources:*

*Shira Sneg*  
*Cody Mackay*

*Academic Policy:*

*Nick Dodds*  
*Elizabeth Lorie*

*Admission & Awards:*

*Blake Edwards*  
*Alexa Geddes*

*Agenda*

*Nick Dodds*  
*Vacancy*

*Appeals of Standing & Discipline:*

*Ewila Trophy*  
*Curtis Tse*

*Curriculum:*

*Ewila Trophy*  
*Simon Bullock*

*Learning & Research:  
Alexa Geddes  
Vacancy*

Approved

**JOINT SENATE/BOARD POLICY #21 – APPOINTMENT OF DEANS AND PRINCIPALS**

*Deborah Roberts* } *That the senate approve the amendments to*  
*Jan Cioe* } *Policy #21 – Appointment of Deans and*  
*Principals as presented in the attached document.*

Senator Roberts explained the nature of the proposal.

The Vice-Chair clarified for Senator Phillion that this would limit deans to 10-years in their positions.

In response to a question from Senator Johnson, the Associate Secretary agreed that the rationale made reference to Public Sector Employers' Council (PSEC)'s directives, but advised that he was unsure under what, if any, legislative basis those directives were made. He suggested that the University Counsel would need to advise the senator further in this regard.

Approved

**APPOINTMENTS TO THE PRESIDENT'S ADVISORY COMMITTEE FOR THE SELECTION OF A VICE-PRINCIPAL RESEARCH (ASSOCIATE VICE-PRESIDENT RESEARCH)**

*Deborah Roberts* } *That Senate appoint Drs Kenneth Carlaw, Yves*  
*Ed Taylor* } *Lucet, André Phillion and Paul van Donkelaar to*  
*the President's Advisory Committee for the*  
*Selection of a Vice-Principal Research.*

Approved

**Report from the Provost**

## **CENTRE FOR MINDFUL ENGAGEMENT**

In accordance with Policy 0-5, the Provost *Pro Tem*. informed Senate that she had approved the creation of a new centre in the Faculty of Education: the Centre for Mindful Engagement.

Senator Cioe noted that in reading the document what was proposed did not sound like the usual organization of a centre, rather, it seemed like the research approach for the entire faculty.

Dean Bosetti replied that the centre was a collective and shared space, but not all of our faculty members did research around mindful engagement practices. She noted that there was more than one centre in her faculty.

Senator Cioe asked if the centre was a physical space or a research unit and asked if every faculty member in Education was a member of this centre?

The Dean replied that it was a research unit and that not all faculty members in the faculty would be members or participating.

Senator Tse noted that last year Senator Cioe brought up the procedures around centre creation and suggested that they should be reviewed.

The Provost advised that as this proposal was in the works for several years, she was not aware of all the background on the proposal.

Senator Tannant asked if centres would expire after a set period.

Senator Cioe advised that they did not; some existed in perpetuity and some were allowed to be disestablished. He suggested that the centre policy was created to provide a quick mechanism for the creation of centres if and when needed.

Professor Buszard suggested that if Senate wanted a policy discussion around centres we should have that this year as a separate discussion from this item.

Senator Balcaen noted that an annual internal review was to occur and a 3-year university review.

## **Other Business**

Mr Eaton thanked Ms Nathalie Hager for her work on behalf of the Senate, campus, and University for the past six years on the occasion of her last meeting. He advised Senate of his intention to fill her position with another management-level staff person to be based at the Okanagan campus in support of the University system.

## **Adjournment**

There being no further business, the meeting was adjourned at 5:16 pm.

## **Campus Vision Notes**

The Deputy Vice-Chancellor introduced this topic by noting that the original vision was for a destination college that provided a liberal arts undergraduate education with minimal grad students and research. Key goals were to create a flexible, adaptable, and sustainable campus. Those goals still fit, but not the vision for an undergraduate university; given local, provincial, and national demands, the Okanagan campus has become a research university.

Professor Buszard noted that since the opening of this campus and its transition from Okanagan University College, we have doubled in physical space and now have a budget of around \$120 million a year. The campus now has 51 undergraduate programs, 14 graduate programs, and a 19:1 student to faculty ratio. 30% of our students come from the Okanagan but 60% stay after graduation and thus we are a net contributor to the demographic shift in the Okanagan valley.

We are working out how we will deliver on the promise of post secondary education in the interior. A word used a lot by government and the community is innovation. We see this as the areas where we have the potential to make a contribution but have not yet done so because we are so new. One area is the new “engage” grants and another, entrepreneurship@ubc, gives students a chance to be entrepreneurial; one of our students presented to the Board last week on his engineering project under this program.

The Deputy Vice-Chancellor reminded senators what we are working within Place and Promise; we are different from the other campus with different programs, different community, and students who want a different experience.

At the invitation of the Chair, Nicole Udzenija, Director of Campus Initiatives, presented. She explained the process set out in the documentation. She noted that a project team would work with faculty champions to engage in meaningful discussion. We expect to have a website set up this month with more information to augment face-to-face discussions. We also envision using social media to engage, especially with our students.

Ms Udzenija stated that she hoped to launch the conversation in October and have discussions and workshops over the following months with the idea of refining themes with the community in March and April and to have a final document by June. She asked senators how and when they would be interested in participating.

The Deputy Vice-Chancellor noted that previous town halls had been mostly monologues; for this exercise she described her hope that we could have workshops with true dialogues. In summation, Professor Buszard stated that input was needed for how to best be engaged across the campus. We are aware of our existing unit plans, historic documents, etc., and we will do our best to link these online; by doing so, we hoped to marry the new with the old in creating our particular campus vision.

## Appendix A: Awards Report

### *New Award:*

#### **TD Aboriginal Student Award in Management**

Awards totalling \$6,000 have been endowed by TD Bank Group to support Aboriginal students in the Faculty of Management at the University of British Columbia, Okanagan campus. The awards are made on the recommendation of the Faculty, in consultation with Aboriginal Programs & Services, with preference given to students who are involved in community and/or university activities. (First awards available for the 2013/14 Winter Session)

### *Previously-approved awards with changes in terms or funding source:*

#### Current Existing:

##### **Kelowna Toyota Bursary in Management**

Two bursaries of \$1,500 each are offered by Kelowna Toyota to undergraduate students in the Faculty of Management at The University of British Columbia Okanagan.

#### Proposed:

##### **Kelowna Toyota Bursary in Management**

Two bursaries of \$1,500 each are offered by Kelowna Toyota to students in the Faculty of Management at the University of British Columbia, Okanagan campus. Preference is given to students who graduated from a high school in Thompson Okanagan.

*Rationale: Preference wording added at the request of the donor; minor editorial revisions.*

#### Current Existing:

##### **Kelowna Toyota Bursary in Nursing**

Two bursaries of \$1,500 each are offered by Kelowna Toyota to undergraduate students in the Bachelor of Science in Nursing Program at The University of British Columbia Okanagan.

#### Proposed:

##### **Kelowna Toyota Bursary in Nursing**

Two bursaries of \$1,500 each are offered by Kelowna Toyota to students in the Bachelor of Science in Nursing program at the University of British Columbia, Okanagan campus. Preference is given to students who graduated from a high school in Thompson Okanagan.



*Rationale: Preference wording added at the request of the donor; minor editorial revisions.*

Current Existing:

**International Student Faculty Award (Okanagan)**

Awards of \$5,000 each are offered to continuing international undergraduate students at 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.

Proposed:

**International Student Faculty Awards (Okanagan)**

Awards of \$5,000 each are offered to continuing international undergraduate students at the University of British Columbia, Okanagan campus. International students selected for these awards must have completed 30 credits towards their bachelor degree or be entering the second 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.



18 October 2013

To: Okanagan Senate  
From: Senate Academic Policy Committee  
Re: Faculty of Education Faculty Council Terms of Reference

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The Senate Academic Policy Committee brings forward for the decision of Senate the Terms of Reference for the Faculty Council of the Faculty of Education, as attached. The Terms of Reference have been reviewed by the Committee and a number of suggestions have been made to the Faculty. The attached, revised Terms of Reference were approved by the Faculty at their 13 June 2013 meeting.

Respectfully submitted,

Dr. Jan Cioe, Chair

Senate Academic Policy Committee

## Faculty of Education: Governance and Decision-Making

### FACULTY OF EDUCATION COUNCIL (FEC)

#### 1. Terms of Reference:

The *University Act* is the overriding document by which the University of British Columbia (Okanagan Campus) is governed. Faculties are established by the Board of Governors with the approval of the Okanagan Senate under S.27(2) (j) of the *University Act*. Faculty Councils are governed by regulations from Senate Policy O-2. Where FEC Terms of Reference are silent, Senate Terms of Reference will govern decisions. A meeting of the FEC can be held at any time on the summons of the Dean of the Faculty.

Under S.40 of the *University Act*, a *Faculty* has the following powers and duties:

- 1.1. to make rules governing its proceedings, including the determining of the quorum necessary for the transaction of business;
- 1.2. to provide for student representation in the meetings and proceedings of the faculty;
- 1.3. subject to this Act and to the approval of the senate, to make rules for the government, direction and management of the faculty and its affairs and business; and
- 1.4. generally, to deal with all matters assigned to it by the board or the senate.

#### 2. Definition:

Under Senate Policy O-2, a *Faculty Council* is defined as:

*Faculty Council* shall mean the faculty sitting as a governance body for consideration of faculty matters under the jurisdiction or requiring the approval of the Okanagan Senate.

#### 3. Membership:

##### 3.1. *Ex Officio Members:*

- 3.1.1. The President or nominee
- 3.1.2. The Dean, who shall serve as the Chair of Faculty Council
- 3.1.3. The Provost Okanagan or his/her nominee
- 3.1.4. The Dean of the College of Graduate Studies
- 3.1.5. The Chief Librarian or his or her nominee

3.2. All Professors, Associate Professors, Assistant Professors, Professors of Teaching, Senior Instructors, Instructor Is, Instructor IIs, and 12-Month lecturers and Continuing Sessional Lecturers in the Faculty;

3.3. One student representative from the undergraduate program elected by the Undergraduate Students' Association, and one student representative from the

graduate program, elected by the Graduate Programs Council.

4. **Votes:** Either an individual is a member of the FEC or that individual is not a member. If an individual is a member, he or she has all the powers, duties and rights of any other member. In the case of abstentions, these votes will be counted toward achieving quorum, but will be regard as nil votes.
5. **Quorum:** FEC has determined that quorum equals 50% of voting members plus one.
6. **Procedure for calling regular meetings:**

Dates for regularly scheduled FEC meetings are established each spring following the publication of the Senate meeting calendar and duly noted on the Faculty Website.

Four regular meetings will be held each academic year; two in term 1 and two in term 2; additional meetings may be held to accommodate decision needs of the faculty.

FEC members are provided with the agenda and materials one week in advance of the regularly scheduled meeting. These items will be distributed via email to all FEC members.
7. **Procedure for calling special meetings:**

Special meetings may be called at the request of the Dean; or, if 30% of voting members submit a written request to the Dean. If a special meeting is called, FEC members will be notified via email 7 days prior to the date of the special meeting. Special meetings may be called only when the purpose conforms to the duties and mandate of the Faculty Council.
8. **Procedure for ad hoc committees:**

The Faculty Council may appoint, as necessary, for designated time periods ad hoc groups (working groups, sub committees, ad hoc committees).

Should an ad hoc committee 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 initially 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. Then Faculty Council shall receive a listing annually of all ad hoc committees.
9. **Rules for 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 apply:

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

#### **10. Procedure for Faculty Approval of Graduation:**

##### 10.1. Undergraduate programs:

A list of candidates for graduation is submitted to the Undergraduate Program Council for approval in October and March. Following review by the program council, the Dean will give final approval on behalf of the Faculty Council. A list of the candidates as approved for graduation with the B.Ed. degree will be forwarded to Senate.

##### 10.2. Graduate programs:

Upon completing the requirements of a graduate program, a student's candidacy for graduation is reviewed by the Graduate Program Director and the Dean prior to being submitted the College of Graduate Studies for approval. The College of Graduate Studies oversees the process of graduation and approves the final submission to the Senate..

11. In all matters and transactions of business, the *Faculty Council*, its standing and ad hoc committees shall be governed by *Robert's Rules of Order Newly Revised*.

#### **FACULTY OF EDUCATION COUNCIL STANDING COMMITTEE (FECSC)**

##### **12. Terms of Reference:**

To facilitate the execution of its responsibilities under the University Act, the FEC shall establish a Standing Committee selected from its members. This Committee (FECSC) remains responsible to the FEC in all matters. The Dean shall serve as the Chairperson of this committee.

##### **13. Membership:**

- 13.1. Dean, Faculty of Education (Chair) (non-voting)
- 13.2. Associate Dean (non-voting)
- 13.3. Director of Graduate Programs and Research
- 13.4. Director of Undergraduate Programs
- 13.5. Coordinator Professional Development
- 13.6. Two faculty members elected by the FEC who will serve one year terms

**14. Quorum:** 3 voting members**15. General Responsibilities to Council:**

The Standing Committee shall:

- 15.1. Act on items referred to it by Faculty of Education Council, and report to Council on action taken at the next regular meeting of Council.
- 15.2. Act on items referred to it by the Dean where decisions are required before the next regularly scheduled Council meeting, reporting to Council on the action taken at the next regular meeting of Council.
- 15.3. Perform such other duties as may be assigned to it from time-to-time by Council.
- 15.4. Periodically review and clarify its role in the future conduct of Council business.

**16. Preparation of Work for Meetings of Council:**

The Standing Committee shall assist the work of the Council by being responsible for:

- 16.1. Preparing the agenda for Faculty Council meetings.
- 16.2. Giving prior consideration to all major items that are to be dealt with by the Council, and being prepared to make recommendations relative to the disposition of such items by the Council.

**17. Nominating:**

The Standing Committee shall recommend nominations for membership of any ad hoc committees for the consideration of the FEC.

**18. Establishment and Review of Ad Hoc Committees:**

The Standing Committee shall be responsible for:

- 18.1. Coordinating the work of the Council's Ad Hoc committees.
- 18.2. Recommending the establishment of ad hoc committees the Council as required.
- 18.3. Periodically assessing the need for a review of the functions and functioning of the Council committees and upon such review, making recommendations to the Council as appropriate.

**19. Curriculum Review Process:**

Proposals for changes to existing, as well as new curricula within the faculty will be reviewed by the Faculty of Education Council Standing Committee (FECSC) and the Faculty of Education representative from the Senate Curriculum Committee, before being presented to the Faculty of Education Council for review and approval. Prior to this proposal being vetted by the FECSC, it is required to have been passed through the appropriate program committee.

The FECSC will further assess the proposal with regard to academic integrity, the level of appropriateness within the faculty and programs, and its adherence to the Faculty of Education's Strategic Plan.

Detailed information regarding the Curriculum Guidelines and processes for curriculum submissions can be found via the following:

<http://www.senate.ubc.ca/okanagan/curriculum.cfm>

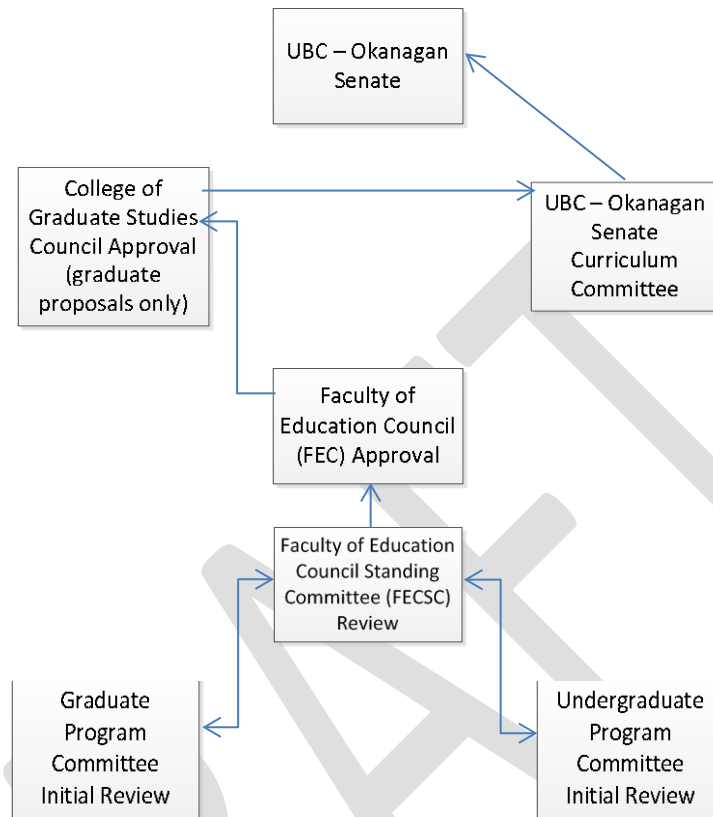
#### 19.1. **Proposals requiring review by FECSC :**

All proposed curriculum changes must be approved by Faculty Council and Senate before they can be implemented, including:

- new programs;
- program changes (e.g., revisions);
- discontinuing existing programs;
- new courses;
- course changes (e.g., new description, title, vectors, pre and co-requisites, credit value, grade type);
- discontinuing existing courses; and
- Any curriculum changes that will affect more than one faculty or school, require significant budgetary or space requirements, or may be controversial or impact the faculty as a whole.

Where the word "program" is used, it is to be understood that this includes degrees, majors, concentrations, and any other sub-category that is recognized in the Academic Calendar or Student Information System (SIS), or on a transcript or degree parchment.

Curriculum proposals, after vetted through appropriate program committee, are required to then be brought to the FECSC for review and recommendation to FEC. The approval process is as follows:



## GRADUATE PROGRAMS COMMITTEE (GPC)

### 20. Terms of Reference:

- 20.1 Advise Faculty of Education Council on all matters relating to curriculum, supervision and overall structure of existing graduate programs within the Faculty of Education.
- 20.2 Examine and review new programs and / or program changes to graduate programs prior to submission to the Faculty of Education Council for approval via the FECSC, and then to the College of Graduate Studies.
- 20.3 Examine and review proposed course and calendar changes related to graduate courses prior to submission to FEC for approval, and then to College of Graduate Studies.



- 20.4 Monitor and respond to minor changes in graduate courses and programs in relationship to the College of Graduate Studies, and other relevant stakeholders.
- 20.5 Initiate a review of any graduate program, request action from other groups within the Faculty, or strike ad hoc committees to investigate and recommend action as a result of such review.
- 20.6 Support coordination of graduate programs and initiatives to complement and increase cooperation across program areas in the Faculty and the University.
- 20.7 Recommend guidelines and policies for admission to Education graduate programs, subject to approval by the College of Graduate Studies.

## **21. Membership:**

### 21.1 *Ex Officio Members:*

- 21.1.1 The Director of Graduate Programs and Research, who shall be Chair
- 21.1.2 The Dean
- 21.1.3 The Associate Dean
- 21.1.4 The Coordinator of Professional Development

21.2 Four elected representatives of graduate program thematic areas for two year term (Diversity, Digital Learning, Curriculum, Leadership and Policy)

21.3 At the discretion of the Graduate Programs Committee, members knowledgeable in particular aspects pertaining to Graduate Programs may be appointed by the Director of Graduate Programs and Research to an “advisory committee” to facilitate the operation of the Committee.

22. **Quorum:** 4 voting members

## **23. Procedure for Calling Regular Meetings:**

The Chair will convene monthly meetings between September and June.

Additional meetings may be scheduled as needed.

## **24. Committees:**

The GPC may strike ad hoc sub-committees or temporary working groups charged with specific responsibilities and to make recommendations on specific issues.

## **UNDERGRADUATE PROGRAMS COMMITTEE (UPC)**

### **25. Terms of Reference:**

- 25.1 Responsible for renewal and accountability of the undergraduate programs.
- 25.2 Receive annual reports from and approve the Terms of Reference for the standing committees of UPC.
- 25.3 Examine existing undergraduate programs and evaluate recommendations for change in relation to the Faculty's mandate in undergraduate education.
- 25.4 Initiate a review of any undergraduate program, request action from other groups within the Faculty or strike ad hoc committees to investigate and recommend action based on such review.
- 25.5 Review and monitor standards and agreements in relationship to the UBC undergraduate programs.
- 25.6 Establish and review benchmarks for undergraduate programs (i.e., graduation standards, admission standards, etc.).
- 25.7 Consider and make recommendations concerning the number and distribution of admissions and enrolments in the various routes and majors within the Faculty.
- 25.8 Consider and make recommendations concerning admissions and recruitment policy, procedures and criteria for undergraduate programs in the Faculty of Education.
- 25.9 Consider and make recommendations on such other matters concerning undergraduate programs as may be referred by Faculty of Education Council or other committees of Faculty Education Council.
- 25.10 Make recommendation to Faculty Education Council for approving course & calendar revisions/changes.
- 25.11 Make routine course/program revisions in undergraduate programs (information to FEC).

### **26. Membership:**

- 26.1 *Ex Officio Members:*
  - 26.1.1 The Director of Undergraduate Programs, who shall be Chair
  - 26.1.2 The Dean
  - 26.1.3 The Associate Dean

26.2 Field Experience Coordinator *Elected Members:*

26.2.1 One elected ETEP representative (one year term) and one ETEP representative appointed by the director for two year term.

26.2.2 One elected STEP representative (one year term) and one STEP representative appointed by the director for two year term.

26.3 At the discretion of the Undergraduate Programs Committee, members knowledgeable in particular aspects pertaining to Undergraduate Programs may be appointed by the Director of Undergraduate Programs to an “advisory committee” to facilitate the operation of the Committee.

**27. Quorum:** 4 voting members

**28. Procedure for Calling Regular Meetings:**

The Chair will convene monthly meetings between September and June.

Additional meetings may be scheduled as needed.

**29. Committees:**

The UPC may strike ad hoc sub-committees or temporary working groups charged with specific responsibilities and to make recommendations on specific issues.



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**October 30, 2013**

**To: Okanagan Senate**

**From: Admissions and Awards and Curriculum Committees**

**Subject: Master of Fine Arts (M.F.A.) Program and Associated Courses; and Interdisciplinary Graduate Studies (I.G.S.) Program Revisions (approval)**

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The Admissions and Awards and Curriculum Committees have reviewed the material forwarded to them by the Faculty of Creative and Critical Studies and the College of Graduate Studies and enclose those proposals they deem ready for approval.

As such, the following is recommended to Senate:

***Motion: That Senate approve the new program and the new courses brought forward from the Faculty of Creative and Critical Studies; and the revised program brought forward from the College of Graduate Studies as set out in the attached proposals.***

Respectfully submitted,

Dr. Dwayne Tannant  
(For the Curriculum Committee)

Dr. Spiro Yannacopoulos  
Chair, Admissions and Awards Committee



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**October 30, 2013**

**To: Okanagan Senate**

**From: Admissions and Awards and Curriculum Committees**

**Subject: Master of Fine Arts (M.F.A.) Program and Associated Courses; and Interdisciplinary Graduate Studies (I.G.S.) Program Revisions (approval)**

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Enclosed please find the following for your consideration:

From the Faculty of Creative and Critical Studies

1. The following new program:
  - a. Master of Fine Arts (M.F.A.)
  
2. The following new courses:
  - a. CCS 506 (3) M.F.A. Graduate Colloquium I;  
CCS 507 (3) M.F.A. Graduate Colloquium II
  - b. CCS 599 (15) Master's Thesis
  - c. CRWR 520 (3) Special Topics in Creative Writing;  
CRWR 530 (3) Directed Studies in Creative Writing
  - d. THTR 520 (3) Special Topics in Theatre;  
THTR 530 (3) Directed Studies in Theatre
  - e. VISA 520 (3) Special Topics in Visual Arts;  
VISA 530 (3) Directed Studies in Visual Arts
  - f. VISA 582 (3) Graduate Studio in Visual Arts I;  
VISA 583 (3) Graduate Studio in Visual Arts II

From the College of Graduate Studies

3. The following revised program:
  - a. Interdisciplinary Graduate Studies (I.G.S.), Program Overview (remove the M.F.A. from the degree credentials offered)



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## Curriculum Proposal Form New Program – Okanagan Campus

### Category: 1

<p><b>Faculty:</b> Creative and Critical Studies <b>Department/Unit:</b> Creative Studies <b>Faculty Approval Date:</b> August 27, 2013 <b>Effective Session:</b> 2014W</p>	<p><b>Date:</b> March 1, 2013 <b>Contact Person:</b> Nancy Holmes <b>Phone:</b> 250.807.9369 <b>Email:</b> <a href="mailto:nancy.holmes@ubc.ca">nancy.holmes@ubc.ca</a></p>
<p><b>Proposed Academic Calendar Entry:</b> <a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,285,0,0">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,285,0,0</a></p> <p><b>College of Graduate Studies</b></p> <p><b>Contents</b></p> <p><a href="#">Introduction</a> →  <a href="#">Admission</a> →  <a href="#">Classification of Students</a> →  <a href="#">Academic Regulations</a> →  <a href="#">Awards and Scholarships</a> →  <a href="#">Interdisciplinary Graduate Studies</a> →  <a href="#">Biochemistry and Molecular Biology</a> →  <a href="#">Biology</a> →  <a href="#">Chemistry</a> →  <a href="#">Education</a> →  <a href="#">Engineering</a> →  <a href="#">English</a> →  <a href="#">Environmental Sciences</a> →  <a href="#">Fine Arts</a> →  <a href="#">Mathematics</a> →  <a href="#">Nursing</a> →  <a href="#">Psychology</a> →</p>	<p><b>Draft Academic Calendar URL:</b> <a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,285,0,0">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,285,0,0</a></p> <p><b>Present Academic Calendar Entry:</b> <a href="#">Homepage (draft) Faculties, Schools, and Colleges</a> College of Graduate Studies</p> <p><b>College of Graduate Studies</b></p> <p><b>Contents</b></p> <p><a href="#">Introduction</a> →  <a href="#">Admission</a> →  <a href="#">Classification of Students</a> →  <a href="#">Academic Regulations</a> →  <a href="#">Awards and Scholarships</a> →  <a href="#">Interdisciplinary Graduate Studies</a> →  <a href="#">Biochemistry and Molecular Biology</a> →  <a href="#">Biology</a> →  <a href="#">Chemistry</a> →  <a href="#">Education</a> →  <a href="#">Engineering</a> →  <a href="#">English</a> →  <a href="#">Environmental Sciences</a> →  <a href="#">Mathematics</a> →  <a href="#">Nursing</a> →  <a href="#">Psychology</a> →</p>

<p><a href="#">Social Work</a> →</p> <p><b>Proposed Academic Calendar Entry:</b>  <a href="#">Homepage (draft) Faculties, Schools, and Colleges</a> <a href="#">College of Graduate Studies</a> <a href="#">Fine Arts</a></p> <p><b><u>Fine Arts</u></b></p> <p><b><u>Contents</u></b></p> <p><a href="#">Program Overview</a> →  <a href="#">Admission</a> →  <a href="#">Requirements</a>  <a href="#">Program Requirements</a> →  <a href="#">Contact Information</a> →</p> <p><b>Proposed Academic Calendar Entry:</b>  <a href="#">Homepage (draft) Faculties, Schools, and Colleges</a> <a href="#">College of Graduate Studies</a> <a href="#">Fine Arts</a>  <a href="#">Program Overview</a></p> <p><b><u>Program Overview</u></b></p> <p><i><u>Degree offered: M.F.A.</u></i></p> <p><b><u>The Master of Fine Arts (M.F.A.) degree provides students with the theoretical and practical tools involved in obtaining a degree in the Fine Arts. There are three specializations under the M.F.A.: Creative Writing, Visual Arts, and Interdisciplinary Studies<sup>1</sup>.</u></b></p> <p><sup>1</sup><b><u>The College of Graduate Studies also offers the Interdisciplinary Graduate Studies (IGS)</u></b> [link to <a href="http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,898,0">http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,898,0</a>] <b><u>program.</u></b></p>	<p><a href="#">Social Work</a> →</p> <p><b>Draft Academic Calendar URL:</b> N/A</p> <p><b>Present Academic Calendar Entry:</b> N/A</p> <p><b>Draft Academic Calendar URL:</b> N/A</p> <p><b>Present Academic Calendar Entry:</b> N/A</p>
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All M.F.A. students are required to complete 30 credits as follows: 6 credits of methodology (CCS 506 and CCS 507 M.F.A. Graduate Colloquium I and II); 9 credits of additional coursework, 6 of which must be in the student's area of creative practice specialization; and the M.F.A. Thesis (15 credits) which requires students to produce a significant body of original artistic work.

**Proposed Academic Calendar Entry:**  
Homepage (draft) Faculties, Schools, and Colleges College of Graduate Studies Fine Arts Admission Requirements

## Admission Requirements

The M.F.A. degree program is governed by the regulations of the College of Graduate Studies, including its standards for admission of students.

An applicant's background must sufficiently prepare them for advanced work in creative practice.

Applicants to the M.F.A. program are expected to have a bachelor degree in a relevant field, such as a Bachelor of Fine Arts (B.F.A.) in Creative Writing, Theatre, or Visual Arts; a Bachelor of Arts (B.A.) in Creative Writing, Theatre, or Visual Arts; or, in some cases, a Bachelor of Arts (B.A.) in Drama, English, Film, or Theatre. Applicants are expected to have a B+ (76%) average or higher in their third- and fourth-year courses or at least 12 credits in Fine Arts courses relevant to their specialization with an A- (80%) or higher average in their courses at the 300 level or higher. For applicants for whom English is not

**Draft Academic Calendar URL:** N/A

**Present Academic Calendar Entry:** N/A

their first language, minimum acceptable TOEFL scores are 580 (paper) and 86 (internet).

All applicants must submit a portfolio of artistic work in order to be admitted into the program.

In exceptional cases, applicants not meeting these criteria may be admitted to the program provided that all of the following supports/approvals are met:

- they have the support of a faculty supervisor;
- the portfolio of artwork is approved by the Department of Creative Studies;
- approval is obtained from the Faculty of Creative and Critical Studies Graduate Admissions Committee; and
- permission is obtained from the Dean of Graduate Studies.

Contact the M.F.A. Graduate Coordinator [link to [fern.helfand@ubc.ca](mailto:fern.helfand@ubc.ca)] for more information.

**Proposed Academic Calendar Entry:**  
Homepage (draft) Faculties, Schools, and Colleges College of Graduate Studies Fine Arts Program Requirements

## Program Requirements

In addition to the general academic regulations for graduate students set out in this section, the minimum requirements for the M.F.A. are 30 credits as outlined below. In the Interdisciplinary Studies specialization

**Draft Academic Calendar URL:** N/A

**Present Academic Calendar Entry:** N/A

there are two discipline areas: a primary area in a creative discipline (Creative Writing, Visual Arts, or Performance/Theatre) and a secondary area which may be in a creative discipline or another area of study outside the Department of Creative Studies.

M.F.A. Specialization in Creative Writing

Students selecting the Specialization in Creative Writing must complete the following 30 credits:

- CCS 506 (3) M.F.A. Graduate Colloquium I;
- CCS 507 (3) M.F.A. Graduate Colloquium II (including the presentation in this course in their second year);
- CRWR 580 (3/6) Graduate Workshop in Creative Writing (taken twice for 3 credits for a total of 6 credits);
- one additional 3-credit course which may be selected from other graduate programming in the Faculty of Creative and Critical Studies; or, at the discretion of the supervisor and supervisory committee, selected from other graduate-level courses outside of the Faculty of Creative and Critical Studies. With the approval of the supervisor and supervisory committee, students may successfully complete an upper-level undergraduate course to satisfy this requirement; and
- CCS 599 (15) M.F.A. Thesis comprising of a substantial creative writing work and a support paper or introductory

<p><u>essay: a full-length work of publishable quality (book-length poetry, fiction or non-fiction manuscript, full-length stage play, or screenplay) with an accompanying support paper or introductory essay (minimum 2,500 words) and an oral defense of both the creative writing work and the support paper or introductory essay. The oral defense will normally be held within six weeks of the creative writing thesis submission.</u></p> <p><u>M.F.A. Specialization in Visual Arts</u></p> <p><u>Students selecting the Specialization in Visual Arts must complete the following 30 credits:</u></p> <ul style="list-style-type: none"><li>• <u>CCS 506 (3) M.F.A. Graduate Colloquium I;</u></li><li>• <u>CCS 507 (3) M.F.A. Graduate Colloquium II (including the presentation in this course in their second year);</u></li><li>• <u>VISA 582 (3) Graduate Studio in Visual Arts I;</u></li><li>• <u>VISA 583 (3) Graduate Studio in Visual Arts II;</u></li><li>• <u>one additional 3-credit course which may be selected from other graduate programming in the Faculty of Creative and Critical Studies; or, at the discretion of the supervisor and supervisory committee, selected from other graduate-level courses outside of the Faculty of Creative and Critical Studies. With the approval of the supervisor and supervisory committee, students may successfully complete an upper-level undergraduate course to satisfy this requirement; and</u></li></ul>	
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- CCS 599 (15) M.F.A. Thesis comprising of a substantial artistic body of work and a support paper: an exhibition of a body of work that appears in a venue suitable for an art exhibition for a minimum of two weeks and that is documented, as well as a support paper of 8,000 to 10,000 words and an oral defense of both the body of work and the support paper. The oral defense will normally be held within six weeks of the support paper submission.

M.F.A. Specialization in Interdisciplinary Studies

Students selecting the Specialization in Interdisciplinary Studies must complete the following 30 credits:

- CCS 506 (3) M.F.A. Graduate Colloquium I;
- CCS 507 (3) M.F.A. Graduate Colloquium II (including the presentation in this course in their second year);
- 6 credits of creative practice courses in the student's primary creative discipline (this might include CRWR 580, VISA 582, VISA 583, or graduate THTR classes);
- one additional 3-credit course in a field relevant to the secondary discipline (which may be a creative discipline or a discipline from an academic area other than Creative Writing, Visual Arts, or Theatre) which may be selected from other graduate programming in the Faculty of Creative and Critical Studies; or, at the discretion of the supervisor

<p><u>and supervisory committee, selected from other graduate-level courses outside of the Faculty of Creative and Critical Studies. With the approval of the supervisor and supervisory committee, students may successfully complete an upper-level undergraduate course to satisfy this requirement; and</u></p> <ul style="list-style-type: none"><li>• <u>CCS 599 (15) M.F.A. Thesis comprising of the production of a substantial artistic body of work in a primary area of study and a research paper in a secondary area of study (or occasionally a creative work in a different field from the primary area). The length of the paper is determined by the committee, but generally the research paper accompanying the creative component of the thesis must be a substantial, scholarly work between 8,000 to 10,000 words. The artistic body of work and the research paper should have substantial linkages in theoretical or topical context. An oral defense of both the body of work and the research paper is required. The oral defense will normally be held within six weeks of the research paper submission.</u></li></ul> <p><u>The requirements around what constitutes a creative thesis (the production of a significant body of original artistic work) within each discipline are predetermined as follows.</u></p> <p><u>Note: alternate thesis structure and content, such as the completion of two creative works, may be considered if planned ahead, especially in cases where a student's work is interdisciplinary in nature.</u></p>	
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**The following are the thesis descriptions of the primary areas of study for students in the specialization of Interdisciplinary Studies:**

**Primary Discipline in Creative Writing**

**Requires a full-length work of publishable quality (book-length poetry, fiction or non-fiction manuscript, full-length stage play, or screenplay).**

**Primary Discipline in Visual Arts**

**Requires an exhibition of a body of work that appears in a venue suitable for an art exhibition for a minimum of two weeks and that is documented.**

**Primary Discipline in Performance**

**Requires a publicized event equivalent in scope and profile to a full-length evening performance, with documentation of the creation and development of the work. The performance must be shown in public a minimum of three times over a period of two weeks.**

**Proposed Academic Calendar Entry:**  
**Homepage (draft) Faculties, Schools, and Colleges College of Graduate Studies Fine Arts Contact Information**

**Contact Information**

**M.F.A. Graduate Coordinator [link to [fern.helfand@ubc.ca](mailto:fern.helfand@ubc.ca)]**  
**Tel: 250.807.9766**

**Draft Academic Calendar URL: N/A**

**Present Academic Calendar Entry: N/A**

	<p><b>Type of Action:</b> New program.</p> <p><b>Rationale:</b> The MFA degree program is being removed from the IGS program and proposed as a stand-alone MFA offered by the Faculty of Creative and Critical Studies and administered by the College of Graduate Studies.</p> <p>See Full Program Proposal document.</p> <p>Note: in order to avoid confusion with the College of Graduate Studies Interdisciplinary Graduate Studies (IGS) program, the following note will be added:</p> <p><a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,285,898,1058">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,285,898,1058</a></p> <p><a href="#">Homepage (draft) Faculties, Schools, and Colleges College of Graduate Studies Interdisciplinary Graduate Studies Program Overview</a></p> <h2>Program Overview</h2> <p><b>[12102]</b></p> <p>Degrees offered: M.A., M.Sc., M.F.A., Ph.D.</p> <p><b><u>Note: an M.F.A. Specialization in Interdisciplinary Studies</u> [link to X] <b>is also available.</b></b></p> <p>[...]</p>
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## Curriculum Proposal Form New Courses – Okanagan Campus

### Category: 1

<p><b>Faculty:</b> Creative and Critical Studies <b>Department/Unit:</b> Creative Studies <b>Faculty/School Approval Date:</b> August 27, 2013 <b>Effective Session:</b> 2014W</p>	<p><b>Date:</b> March 1, 2013 <b>Contact Person:</b> Ms. Nancy Holmes <b>Phone:</b> 250.807.9369 <b>Email:</b> <a href="mailto:nancy.holmes@ubc.ca">nancy.holmes@ubc.ca</a></p>
<p><b>Proposed Academic Calendar Entry:</b></p> <p><b><u>CCS 506 (3) M.F.A. Graduate Colloquium I</u></b> <b><u>Multidisciplinary seminar dealing with various approaches and issues in contemporary creative research methods as relating to the disciplines of Visual Arts, Media Arts, Creative Writing, and Performance.</u></b> <b><u>Prerequisite: Admission to the M.F.A. program, or permission of the Department of Creative Studies.</u></b></p> <p><b><u>CCS 507 (3) M.F.A. Graduate Colloquium II</u></b> <b><u>Multidisciplinary seminar dealing with various approaches and issues in contemporary creative practice as relating to the disciplines of Visual Arts, Media Arts, Creative Writing, and Performance. Students will be expected to develop creative work and a thesis plan.</u></b> <b><u>Prerequisite: CCS 506, or permission of the Department of Creative Studies.</u></b></p>	<p><b>Draft Academic Calendar URL:</b> N/A</p> <p><b>Present Academic Calendar Entry:</b> N/A</p> <p><b>Type of Action:</b> New graduate courses.</p> <p><b>Rationale:</b> These new courses are part of an intensive creative methodologies study that we are developing for our new MFA program. The previous IGS Creative Research Methods course was only one term but the material we need to cover to prepare MFAs requires more time and space in order to address issues needed for training of artists in the terminal degree of the MFA.</p> <p>CCS 506 focuses on creative research methodologies, practice-based research, and art as research method.</p> <p>CCS 507 focuses on approaches and issues relevant to research and creative practice and will include a creative component so that students can exercise their theoretical knowledge and begin to create their thesis production plan.</p>



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## Curriculum Proposal Form New Course – Okanagan Campus

### Category: 1

<p><b>Faculty:</b> Creative and Critical Studies  <b>Department/Unit:</b> Creative Studies  <b>Faculty Approval Date:</b> August 27, 2013  <b>Effective Session:</b> 2014W</p>	<p><b>Date:</b> March 2013  <b>Contact Person:</b> Ms. Nancy Holmes  <b>Phone:</b> 250.807.9369  <b>Email:</b> <a href="mailto:nancy.holmes@ubc.ca">nancy.holmes@ubc.ca</a></p>
<p><b>Proposed Academic Calendar Entry:</b></p> <p><b><u>CCS 599 (15) Master's Thesis</u></b>  <b><u>Pass/Fail.</u></b></p>	<p><b>Draft Academic Calendar URL:</b> N/A  <b>Present Academic Calendar Entry:</b> N/A</p> <p><b>Type of Action:</b> New course.</p> <p><b>Rationale:</b> An MFA degree is being proposed by the Faculty of Creative and Critical Studies as a stand-alone degree program.</p>



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## Curriculum Proposal Form New Courses – Okanagan Campus

### Category: 1

<p><b>Faculty:</b> Creative and Critical Studies <b>Department/Unit:</b> Creative Studies <b>Faculty Approval Date:</b> August 27 2013 <b>Effective Session:</b> 2014W</p>	<p><b>Date:</b> March 1, 2013 <b>Contact Person:</b> Ms. Nancy Holmes <b>Phone:</b> 250.807.9369 <b>Email:</b> <a href="mailto:nancy.holmes@ubc.ca">nancy.holmes@ubc.ca</a></p>
<p><b>Proposed Academic Calendar Entry:</b></p> <p><b><u>CRWR 520 (3) Special Topics in Creative Writing</u></b> <b><u>Prerequisite: Admission into the M.F.A. program with specialization in Creative Writing, or permission of the Department of Creative Studies.</u></b></p> <p><b><u>CRWR 530 (3) Directed Studies in Creative Writing</u></b> <b><u>Prerequisite: Admission into the M.F.A. program with specialization in Creative Writing, or permission of the Department of Creative Studies.</u></b></p>	<p><b>Draft Academic Calendar URL:</b> N/A</p> <p><b>Present Academic Calendar Entry:</b> N/A</p> <p><b>Type of Action:</b> New graduate courses.</p> <p><b>Rationale:</b> FCCS is proposing a stand-alone MFA with a specialization in Creative Writing. Students may require courses in specific and specialized genres and topics in Creative Writing. These course shells provide an opportunity for Creative Writing students to study in these areas and work with faculty member one on one.</p>



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## Curriculum Proposal Form New Courses – Okanagan Campus

### Category: 1

<p><b>Faculty:</b> Creative and Critical Studies <b>Department/Unit:</b> Creative Studies <b>Faculty Approval Date:</b> August 27 2013 <b>Effective Session:</b> 2015W</p>	<p><b>Date:</b> March 1, 2013 <b>Contact Person:</b> Ms. Nancy Holmes <b>Phone:</b> 250.807.9369 <b>Email:</b> <a href="mailto:nancy.holmes@ubc.ca">nancy.holmes@ubc.ca</a></p>
<p><b>Proposed Academic Calendar Entry:</b></p> <p><b><u>THTR 520 (3) Special Topics in Theatre</u></b> <b><u>Special topics course for graduate students in performance.</u></b> <b><u>Prerequisite: Admission into the M.F.A. program, with specialization in Interdisciplinary Studies, or permission of the Department of Creative Studies.</u></b></p> <p><b><u>THTR 530 (3) Directed Studies in Theatre</u></b> <b><u>Directed studies course for graduate students in performance.</u></b> <b><u>Prerequisite: Admission into the M.F.A. program, with specialization in Interdisciplinary Studies, or permission of the Department of Creative Studies.</u></b></p>	<p><b>Draft Academic Calendar URL:</b> N/A</p> <p><b>Present Academic Calendar Entry:</b> N/A</p> <p><b>Type of Action:</b> New graduate courses.</p> <p><b>Rationale:</b> FCCS is proposing a stand-alone MFA with a specialization in Interdisciplinary Studies. Students who will be doing a specialization in Interdisciplinary Studies with Theatre/ Performance as their primary or secondary discipline will require courses in this area. These course shells provide an opportunity for Performance students to study in the field and work with faculty member one on one and for graduate classes to be offered.</p>



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## Curriculum Proposal Form New Courses – Okanagan Campus

### Category: 1

<p><b>Faculty:</b> Creative and Critical Studies <b>Department/Unit:</b> Creative Studies <b>Faculty Approval Date:</b> August 27 2013 <b>Effective Session:</b> 2014W</p>	<p><b>Date:</b> March 1, 2013 <b>Contact Person:</b> Ms. Nancy Holmes <b>Phone:</b> 250.807.9369 <b>Email:</b> <a href="mailto:nancy.holmes@ubc.ca">nancy.holmes@ubc.ca</a></p>
<p><b>Proposed Academic Calendar Entry:</b></p> <p><b><u>VISA 520 (3) Special Topics in Visual Arts</u></b> <i><u>Prerequisite: Admission into the M.F.A. program with specialization in Visual Arts, or permission of the Department of Creative Studies.</u></i></p> <p><b><u>VISA 530 (3) Directed Studies in Visual Arts</u></b> <i><u>Prerequisite: Admission into the M.F.A. program with specialization in Visual Arts, or permission of the Department of Creative Studies.</u></i></p>	<p><b>Draft Academic Calendar URL:</b> N/A</p> <p><b>Present Academic Calendar Entry:</b> N/A</p> <p><b>Type of Action:</b> New graduate courses.</p> <p><b>Rationale:</b> FCCS is proposing a stand-alone MFA with a specialization in Visual Arts. Students may require courses in specific and specialized fields and techniques in Visual Arts. These course shells provide an opportunity for Visual Arts students to study in these areas and work with faculty member one on one.</p>



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## Curriculum Proposal Form New Courses – Okanagan Campus

### Category: 1

<p><b>Faculty:</b> Creative and Critical Studies <b>Department/Unit:</b> Creative Studies <b>Faculty Approval Date:</b> August 27 2013 <b>Effective Session:</b> 2014W</p>	<p><b>Date:</b> March 1, 2013 <b>Contact Person:</b> Ms. Nancy Holmes <b>Phone:</b> 250.807.9369 <b>Email:</b> <a href="mailto:nancy.holmes@ubc.ca">nancy.holmes@ubc.ca</a></p>
<p><b>Proposed Academic Calendar Entry:</b></p> <p><b><u>VISA 582 (3) Graduate Studio in Visual Arts I</u></b> <b><u>A studio course for graduate students in Visual Arts. The production of independent artwork and the critical analysis of that work. Students may work in any artistic discipline. Prerequisite: Admission into the M.F.A. program with specialization in Visual Arts, or permission of the Department of Creative Studies.</u></b></p> <p><b><u>VISA 583 (3) Graduate Studio in Visual Arts II</u></b> <b><u>The production of independent artwork and the critical analysis of that work. Students may work in any artistic discipline. Prerequisite: VISA 582, or permission of the Department of Creative Studies.</u></b></p>	<p><b>Draft Academic Calendar URL:</b> N/A</p> <p><b>Present Academic Calendar Entry:</b> N/A</p> <p><b>Type of Action:</b> New graduate courses.</p> <p><b>Rationale:</b> FCCS is proposing a stand-alone MFA with a specialization in Visual Arts and require six credits of graduate work in this field. An MFA program in Visual Arts is not credible without a large component of the degree being creative practice in a studio setting. The combination of these two courses will provide MFA Visual Arts students with a year-long steady, intensive studio practice facilitated by a faculty member in Visual Arts and experience and training in the studio facilities on the campus.</p>



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## Curriculum Proposal Form Change to Program – Okanagan Campus

### Category: 1

<p><b>Faculty/School:</b> College of Graduate Studies <b>Department/Unit:</b> IGS <b>Faculty/School Approval Date:</b> September 20, 2013 <b>Effective Session:</b> 2015W</p>	<p><b>Date:</b> July 2013 <b>Contact Person:</b> Dean Miriam Grant <b>Phone:</b> 250.807.8180 <b>Email:</b> <a href="mailto:miriam.grant@ubc.ca">miriam.grant@ubc.ca</a></p>
<p><b>Proposed Academic Calendar Entry:</b> <a href="#">Homepage (draft) Faculties, Schools, and Colleges College of Graduate Studies Interdisciplinary Graduate Studies Program Overview</a></p> <p><b>Program Overview</b></p> <p><b>[12102]</b></p> <p>Degrees offered: M.A., M.Sc., Ph.D.</p> <p><b>[12235]</b> Interdisciplinary Graduate Studies (IGS) offers students opportunities to pursue graduate studies across disciplinary boundaries, and to tailor their course of study to suit their particular needs. At the UBC Okanagan campus, IGS programs are greatly facilitated by our smaller size, thereby allowing students to work more intimately with faculty across a variety of departments and disciplines. The structure allows for both interfaculty and intercampus arrangements for supervision and courses. The course and program requirements provide structure to ensure quality in both the breadth and depth of the</p>	<p><b>Draft Academic Calendar URL:</b> <a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,285,898,1058">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,285,898,1058</a></p> <p><b>Present Academic Calendar Entry:</b> <a href="#">Homepage (draft) Faculties, Schools, and Colleges College of Graduate Studies Interdisciplinary Graduate Studies Program Overview</a></p> <p><b>Program Overview</b></p> <p><b>[12102]</b></p> <p>Degrees offered: M.A., M.Sc., <del>M.F.A.</del>, Ph.D.</p> <p><b>[12235]</b> Interdisciplinary Graduate Studies (IGS) offers students opportunities to pursue graduate studies across disciplinary boundaries, and to tailor their course of study to suit their particular needs. At the UBC Okanagan campus, IGS programs are greatly facilitated by our smaller size, thereby allowing students to work more intimately with faculty across a variety of departments and disciplines. The structure allows for both interfaculty and intercampus arrangements for supervision and courses. The course and program requirements provide structure to ensure quality in both the breadth and depth of the</p>

<p>student's academic experience.</p> <p><b>[14969]</b> Students completing an IGS degree must select one of two program options: Individualized or Themed.</p> <p><b>[14970]</b> In the Individualized option, a supervisory committee is constructed by the potential supervisor in consultation with the applicant. The committee and specified coursework are customized to the student's area of study.</p> <p><b>[14971]</b> In the Themed option, a number of defined themes have been established to assist students in focusing their studies towards particular areas of interest. A theme is defined as an area of research with courses specified to further students' educations in that area, with a cluster of interested faculty associated with it to assist students in their program. Students admitted to an IGS program (M.A., M.Sc., Ph.D.) have an option of completing a theme while completing their program of study.</p> <p><b>[14972]</b> All themes require the production of a theme-appropriate IGS thesis/dissertation and several courses specific to that theme of study as specified by the theme committee. For the purposes of specifying required coursework, the theme committee, in conjunction with the supervisor, approves the program plan.</p> <p><b>[14973]</b> Themes for IGS programs are set from time to time by the College of Graduate Studies, and are areas of research and study without their own degree programs at the UBC Okanagan campus but are specific enough to warrant concentrated and defined areas of study. Upon completing an IGS degree to the satisfaction of the theme committee, the following notation is added to a student's transcript: "As part of their</p>	<p>student's academic experience.</p> <p><b>[14969]</b> Students completing an IGS degree must select one of two program options: Individualized or Themed.</p> <p><b>[14970]</b> In the Individualized option, a supervisory committee is constructed by the potential supervisor in consultation with the applicant. The committee and specified coursework are customized to the student's area of study.</p> <p><b>[14971]</b> In the Themed option, a number of defined themes have been established to assist students in focusing their studies towards particular areas of interest. A theme is defined as an area of research with courses specified to further students' educations in that area, with a cluster of interested faculty associated with it to assist students in their program. Students admitted to an IGS program (M.A., M.Sc., <del>M.F.A.</del>, Ph.D.) have an option of completing a theme while completing their program of study.</p> <p><b>[14972]</b> All themes require the production of a theme-appropriate IGS thesis/dissertation and several courses specific to that theme of study as specified by the theme committee. For the purposes of specifying required coursework, the theme committee, in conjunction with the supervisor, approves the program plan.</p> <p><b>[14973]</b> Themes for IGS programs are set from time to time by the College of Graduate Studies, and are areas of research and study without their own degree programs at the UBC Okanagan campus but are specific enough to warrant concentrated and defined areas of study. Upon completing an IGS degree to the satisfaction of the theme committee, the following notation is added to a student's transcript: "As part of their</p>
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<p>Interdisciplinary Graduate Studies degree program, this student completed a theme entitled NAME OF THEME."</p> <p><b>[14974]</b> At present, the following themes have been identified as part of the IGS program:</p> <p style="text-align: center;"><b>[14975]</b></p> <ul style="list-style-type: none"> <li>• Health and Exercise Sciences</li> <li>• Indigenous Studies</li> <li>• Latin American and Iberian Studies</li> <li>• Optimization</li> <li>• Sustainability</li> <li>• Urban Studies (M.A. only)</li> </ul> <p><b>[14976]</b> For more information on a theme, prospective students are asked to contact the College of Graduate Studies.</p> <p><b>[13828]</b> IGS is presently available in the Faculties of Applied Science, Arts and Sciences, Creative and Critical Studies, Education, Health and Social Development, and Management.</p>	<p>Interdisciplinary Graduate Studies degree program, this student completed a theme entitled NAME OF THEME."</p> <p><b>[14974]</b> At present, the following themes have been identified as part of the IGS program:</p> <p style="text-align: center;"><b>[14975]</b></p> <ul style="list-style-type: none"> <li>• Health and Exercise Sciences</li> <li>• Indigenous Studies</li> <li>• Latin American and Iberian Studies</li> <li>• Optimization</li> <li>• Sustainability</li> <li>• Urban Studies (M.A. only)</li> </ul> <p><b>[14976]</b> For more information on a theme, prospective students are asked to contact the College of Graduate Studies.</p> <p><b>[13828]</b> IGS is presently available in the Faculties of Applied Science, Arts and Sciences, Creative and Critical Studies, Education, Health and Social Development, and Management.</p> <p><b>Type of Action:</b> Revise program.</p> <p><b>Rationale:</b> An MFA degree is being proposed by the Faculty of Creative and Critical Studies as a stand-alone degree program; as a consequence the MFA degree credential is being removing from the IGS program.</p>
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**October 30, 2013**

**To: Okanagan Senate**  
**From: Admissions and Awards Committee**  
**Subject: Admissions Proposal (approval)**  
**i. Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum (Bachelor of Science in Nursing, B.S.N. program)**

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**i. Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum (Bachelor of Science in Nursing, B.S.N. program)**

Revise the admission requirements for high school applicants to the Bachelor of Science in Nursing, B.S.N. program, both the courses used in the calculation of the admission average and courses not included in the calculation of the admission average (but required): Chemistry 12 and Biology 11 respectively.

The addition of Chemistry 12 will offer students certain aspects of acid base theory that are very relevant to the second-year curriculum of the Nursing program when students learn about arterial blood gases; Chemistry 12 will also ensure students learn how to apply certain math calculations frequently needed in Nursing. The addition of Biology 11 as an admission requirement will better prepare students for success in their first-year Biology courses and in the program overall.

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

*Motion: That Senate approve the admissions proposal Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum (Bachelor of Science in Nursing, B.S.N. program) for admission to the 2015 Winter Session and thereafter.*

Respectfully submitted,

Dr. Spiro Yannacopoulos  
Chair, Admissions and Awards Committee



## Admissions Proposal Form – Okanagan Campus

<p><b>Faculty:</b> Health and Social Development  <b>School:</b> Nursing  <b>School Approval Date:</b> June 17, 2013  <b>Faculty Approval Date:</b> September 30, 2013  <b>Effective Session:</b> 2015W (to be included in the Academic Calendar immediately following approval for the purpose of advising prospective students)</p>	<p><b>Date:</b> September 20, 2013  <b>Contact Person:</b> Wendy Andrews  <b>Phone:</b> 250.807.9983  <b>Email:</b> <a href="mailto:wendy.andrews@ubc.ca">wendy.andrews@ubc.ca</a></p>																				
<p><b>Draft Academic Calendar URL:</b>  <a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=2,22,68,0">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=2,22,68,0</a></p> <p><b>Present Academic Calendar Entry:</b>  <a href="#">Homepage (draft) Admissions Applicants Following the BC/Yukon High School Curriculum</a> Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum</p> <p><b><i>Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum</i></b></p> <p><b>[334]</b> 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> <p><b>[334]</b> 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>[...]</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td><a href="#">Nursing</a></td> <td>B.S.N.</td> <td><a href="#">Health and Social Development/ Nursing</a></td> <td>English 12 or English 12 First Peoples; Biology 12; <del>Two</del> other approved Grade 12 <del>courses</del></td> <td>Chemistry 11; One of Principles of Mathematics 11, Pre-Calculus 11, or Foundations of Mathematics 12</td> </tr> <tr> <td>[...]</td> <td></td> <td></td> <td></td> <td></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	[...]					<a href="#">Nursing</a>	B.S.N.	<a href="#">Health and Social Development/ Nursing</a>	English 12 or English 12 First Peoples; Biology 12; <del>Two</del> other approved Grade 12 <del>courses</del>	Chemistry 11; One of Principles of Mathematics 11, Pre-Calculus 11, or Foundations of Mathematics 12	[...]				
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																	
[...]																					
<a href="#">Nursing</a>	B.S.N.	<a href="#">Health and Social Development/ Nursing</a>	English 12 or English 12 First Peoples; Biology 12; <del>Two</del> other approved Grade 12 <del>courses</del>	Chemistry 11; One of Principles of Mathematics 11, Pre-Calculus 11, or Foundations of Mathematics 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.

[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
[...]				
<a href="#">Nursing</a>	B.S.N.	<a href="#">Health and Social Development/ Nursing</a>	English 12 or English 12 First Peoples; Biology 12; <b><u>Chemistry 12;</u></b> <b><u>One</u></b> other approved Grade 12 <b><u>course</u></b>	<b><u>Biology 11;</u></b> Chemistry 11; One of Principles of Mathematics 11, Pre-Calculus 11, or Foundations of Mathematics 12
[...]				

**Type of Action:** Add Biology 11 and Chemistry 12 to the existing admission requirements for high school applicants to the Bachelor of Science in Nursing.

**Rationale:** Currently, Biology 12 is a required course for high school applicants seeking admission to the first year of the Bachelor of Science in Nursing. In the BC curriculum, Biology 11 is not a prerequisite to Biology 12 so not all students admitted to the Nursing program have Biology 11. The topics covered in Biology 11 include cellular function and microbiology, important concepts for Nurses. In fact, Biology 11 is a course prerequisite for BIOL 131 which Nursing students take in the first term of their first year. In the past, Nursing students who do not have Biology 11 have been granted a prerequisite waiver for BIOL 131. The addition of Biology 11 as an admission requirement will better prepare students for success in their first-year BIOL courses and in the program overall.

High school applicants are currently required to have Chemistry 11 but additional knowledge of chemistry is



needed. In particular, the Chemistry 12 curriculum covers certain aspects of acid base theory that are very relevant to the second-year curriculum of the Nursing program when students learn about arterial blood gases. Chemistry 12 also requires students to learn how to apply certain math calculations frequently needed in Nursing. For example, the proper administration of medication requires the ability to perform math calculations students would be familiar with from Chemistry 12.



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**October 30, 2013**

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

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

As such, the following is recommended to Senate:

***Motion: That Senate approve the new courses brought forward from the Faculty of Applied Science as set out in the attached proposals.***

Respectfully submitted,

Dr. Dwayne Tannant  
(For the Curriculum Committee)



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**October 30, 2013**

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

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Enclosed please find the following for your consideration:

From the Faculty of Applied Science

1. The following new courses:
  - a. ENGR 540 (3) Unsaturated Soil Behaviour
  - b. ENGR 583 (3) Multiphase Flows
  - c. ENGR 565 (3) Wireless Communications



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## Curriculum Proposal Form New Course – Okanagan Campus

### Category: 1

<p><b>Faculty:</b> Applied Science <b>School:</b> Engineering <b>Faculty/School Approval Date:</b> April 22, 2013 <b>Effective Session:</b> 2013W</p>	<p><b>Date:</b> March 12, 2013 <b>Contact Person:</b> Dr. Vladan Prodanovic <b>Phone:</b> 250.807. 8161 <b>Email:</b> <a href="mailto:vladan.prodanovic@ubc.ca">vladan.prodanovic@ubc.ca</a></p>
<p><b>Proposed Academic Calendar Entry:</b></p> <p><b><u>ENGR 540 (3) Unsaturated Soil Behaviour</u></b> <b><u>Fundamental principles of unsaturated soil behaviour, stress-deformation and flow mechanisms; laboratory measurement techniques of unsaturated soil parameters such as suction, suction-water content relationships, hydraulic conductivity and shear strength; numerical modeling of unsaturated soils applications.</u></b></p>	<p><b>Draft Academic Calendar URL:</b> N/A <b>Present Academic Calendar Entry:</b> N/A</p> <p><b>Type of Action:</b> New graduate course.</p> <p><b>Rationale:</b> This new course is added to support MEng, MASc. and PhD programs in the School of Engineering, Faculty of Applied Science. The course will benefit graduate students by providing the fundamentals of innovative research in unsaturated soil behaviour. The course will offer both experimental and numerical methods of unsaturated soil applications. This course will also be available for undergraduate students interested in advanced geotechnical engineering.</p>





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## Curriculum Proposal Form New Course – Okanagan Campus

### Category: 1

<p><b>Faculty:</b> Applied Science <b>School:</b> Engineering <b>Faculty/School Approval Date:</b> April 22, 2013 <b>Effective Session:</b> 2013W</p>	<p><b>Date:</b> March 8, 2013 <b>Contact Person:</b> Dr. Vladan Prodanovic <b>Phone:</b> 250.807.8161 <b>Email:</b> <a href="mailto:vladan.prodanovic@ubc.ca">vladan.prodanovic@ubc.ca</a></p>
<p><b>Proposed Academic Calendar Entry:</b></p> <p><b><u>ENGR 583 (3) Multiphase Flows</u></b> <b><u>Fundamentals of liquid instabilities, breakup of liquid sheets, breakup of liquid jets, droplet dynamics, bubble dynamics, atomization and spray, single particle motion, boiling and condensation.</u></b></p>	<p><b>Draft Academic Calendar URL:</b> N/A <b>Present Academic Calendar Entry:</b> N/A</p> <p><b>Type of Action:</b> New graduate course.</p> <p><b>Rationale:</b> This new course is added to support the MEng, MAsC. and PhD programs in the School of Engineering, Faculty of Applied Science. The course is targeted at graduate students in the research areas of thermal and fluid sciences. It will support cutting edge research on the fundamental nature of multiphase flows. It will also contribute to applied research related to experimental and computation fluid mechanics, energy, combustion, thermal management. This course will not be cross-listed as an undergraduate course.</p>



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## Curriculum Proposal Form New/Revised Courses – Okanagan Campus

### Category: 1 and 2

<p><b>Faculty/School:</b> Applied Science <b>Department/Unit:</b> School of Engineering <b>Faculty/School Approval Date:</b> February 21, 2013 <b>Effective Session:</b> 2013W</p>	<p><b>Date:</b> February 14, 2013 <b>Contact Person:</b> Dr. Vladan Prodanovic <b>Phone:</b> 250.807.8161 <b>Email:</b> <a href="mailto:vladan.prodanovic@ubc.ca">vladan.prodanovic@ubc.ca</a></p>
<p><b>Proposed Academic Calendar Entry:</b></p> <p><b><u>ENGR 565 (3) Wireless Communications</u></b> <b><u>Wireless systems and wireless channel models, capacity of wireless channels, digital modulation techniques over wireless channels, fading mitigation techniques; equalization, diversity techniques, adaptive modulations and multicarrier modulation, multiple access techniques, and spread spectrum communications. Credit will not be granted for both ENGR 565 and ENGR 465.</u></b></p> <p><b>ENGR 465 (3) Wireless Communications</b> Propagation path loss, shadowing, fading, Doppler spread, classification of wireless channels, modulations for wireless communications, diversity and equalization techniques for fading dispersive channels, multicarrier modulation, spread spectrum communications, cellular networks, practical wireless systems. <b><u>Credit will not be granted for both</u></b></p>	<p><b>Draft Academic Calendar URL:</b> N/A</p> <p><b>Present Academic Calendar Entry:</b> N/A</p> <p><b>ENGR 465 (3) Wireless Communications</b> Propagation path loss, shadowing, fading, Doppler spread, classification of wireless channels, modulations for wireless communications, diversity and equalization techniques for fading dispersive channels, multicarrier modulation, spread spectrum communications, cellular networks, practical wireless systems. [3-0-0] <i>Prerequisite:</i> All of ENGR 460,</p>

<p><b><u>ENGR 465 and ENGR 565.</u></b> [3-0-0] <i>Prerequisite:</i> All of ENGR 460, ENGR 461.</p>	<p>ENGR 461.</p> <p><b>Type of Action:</b> New graduate course, cross-listed with undergraduate version.</p> <p><b>Rationale:</b> This timely new course is added to support the M.Eng., M.A.Sc., and Ph.D. program in the School of Engineering (SOE), Faculty of Applied Science. In particular, the SOE has a strong Wireless Technology research group that includes four full time Faculty members. As such, it attracts a very good number of graduate students each year and there is a demand for a graduate course in Wireless Communications. The course is currently offered under ENGR 598 (1-6) d Topics in Engineering with lecture delivery and a strong enrolment. The students are asking for a formal course instead of ENGR 598. This course will be cross-listed with ENGR 465.</p>
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18 October 2013

From: Senate Nominating Committee, Okanagan Campus

To: Okanagan Senate

Re: Appointment of New Senators to Committees

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The Nominating Committee recommends:

*“That Senate appoint Dr. Ian Stuart to the Learning and Research Committee to serve until 31 August 2014 and thereafter until replaced;*

*and,*

*That Senate appoint Mr. Douglas Whitelaw to the Senate Academic Policy and Appeals of Standing and Discipline Committees; and Mr. Wesley McLean to the Senate Learning and Research Committee, to serve until March 31, 2014 and thereafter until replaced.”*

Respectfully submitted,

Dr. Deborah Roberts, Chair  
Senate Nominating Committee



18 October 2013

From: Senate Nominating Committee, Okanagan Campus  
To: Okanagan Senate  
Re: Adjustment of Student Senator Committee Appointment

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The Nominating Committee recommends:

*“That Senate appoint Mr. Blake Edwards to serve on the Senate Curriculum Committee until March 31, 2014 and thereafter until replaced.”*

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Mr. Edwards is appointed to the Senate Admissions and Awards Committee but has advised that the Curriculum Committee’s meetings work better with his schedule. We will be replacing his seat on the Senate Admissions and Awards Committee and working to fill other student Senator vacancies on committees as the student vacancies on Senate are filled.

Respectfully submitted,

Dr. Deborah Roberts, Chair  
Senate Nominating Committee