



## Okanagan Senate

### THE FOURTH REGULAR MEETING OF THE OKANAGAN SENATE FOR THE 2013/2014 ACADEMIC YEAR

THURSDAY 19 DECEMBER 2013

3:30 P.M. to 5:30 P.M.

ASC 130 | OKANAGAN CAMPUS

#### 1. Senate Membership – Dr Kate Ross

New Student Members (approval)

The Secretary calls for the following motion:

*That Senate appoint Ms Katelyn Fujii (Student Senator At-Large) and Ms Sarah Loreen Smith (Faculty of Health and Social Development) to Senate on the recommendation of the Students' Union until 31 March 2014 and thereafter until replaced.*

#### 2. Minutes of the Meeting of 27 November 2013 – Prof. Deborah Buszard

(approval) (master pages 2-11)

#### 3. Business Arising from the Minutes – Prof. Deborah Buszard

#### 4. Deputy Vice-Chancellor's Remarks – Prof. Deborah Buszard (information)

#### 5. Academic Policy Committee – Dr Jan Cioe

- a. New Policy O-125: Term and Examination Scheduling (approval) (master pages 12-18)
- b. Revisions to Policy O-300: Academic Standing (approval) (master pages 19-24)
- c. New Policy O-304: Advancement Regulations (approval) (master pages 19, 25-29)

#### 6. Admission & Awards Committee – Dr Spiro Yannacopoulos

- a. New & Revised Awards (approval) (master pages 30-32)
- b. Admission Changes (approval) (master pages 33-72)
  - i. Bachelor of Education – Secondary Teacher Education Program
  - ii. Master of Science / Doctor of Philosophy in Biology
  - iii. Master of Management
- c. Bachelor of Management January Entry (approval) (master pages 73-74)

#### 7. Curriculum Committee – Dr Ramine Adl

December Curriculum Report (approval) (master pages 75-88)

#### 8. Nominating Committee

Appointment of Senators to Committees (approval) (master pages 89-90)

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**9. Reports from the Deputy Vice-Chancellor – Prof. Deborah Buszard**

Campus Master Plan Update – Mr. Michael Shakespeare (information)

**10. 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 27 November 2013

**DRAFT**

#### Attendance

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

#### Call to Order

The Vice-Chair, Professor Deborah Buszard, called the third regular meeting of the Senate for the 2013/2014 Academic Year to order.

Curtis Tse requested that a motion be added under Other Business regarding the January enrolment practices of the Faculty of Management's Bachelor of Management Program.

*Under Rule 19 (d) of the Rules and Procedures of Senate, the Vice-Chair declined to add the requested motion to the agenda.*

The Vice-Chair suggested that the proposed matter be referred to the Senate Admissions & Awards Committee for consideration, as that body would be able to consider the relevant policy and capacity considerations. The decision of the Vice-Chair notwithstanding, Senator Tse put forward to Senate the following motion:

<p><i>Curtis Tse</i> <i>Yves Lucet</i></p>	}	<p><i>That the agenda be amended to include under other business the motion of Senator Tse relating to the January enrolment practice for the Bachelor of Management.</i></p>
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Senator Tse explained that on 6 November of this year, students were informed that the Bachelor of Management would not be continuing with its past practice of allowing admission to the program for January due to lack of space. He stated that students had asked the Faculty to reconsider this change but as the Faculty had refused, he was proposing that Senate direct the practice be continued for one additional year so current students who had expected the practice

to continue could still begin programs in January. Senator Tse explained that he expected this would be around 14 students.

Senator Stuart suggested that off-cycle students were admitted for more reasons than just excess space; students could have credit deficits in their programs due to illness, transfer credits, or other reasons that we may consider grounds for academic concession and the January admissions practice saved students time and money.

Senator Cioe expressed his sympathy for affected students, but suggested that it was too late in the year to adjust the program's intake.

Senator Lucet suggested that a large part of the issue is the Faculty's timing in informing students of this change in practice.

Curtis Tse opined that the enrolment situation should have been clear to the Faculty at the start of the term and that 6 November was too late in the year for this information to have been made public.

Not Approved

## Senate Membership

### NEW SECRETARY

The Vice-Chair welcomed Dr Kathleen (Kate) Ross to Senate as Associate Vice-President & Registrar.

### SENATE NOMINATING COMMITTEE

The Associate Registrar, Mr Eaton, advised Senate that in response to the Call for Nominations issued at Senate on 30 October and due on 15 November 2013, Senator Yves Lucet have been acclaimed as elected to the Senate Nominating Committee until 31 August 2014 and thereafter until replaced.

## Minutes of the Previous Meeting

*Jan Cioe* } *That the Minutes of the Meeting of 30 October*  
*Deborah Roberts* } *2013 be adopted as presented.*

Approved

## Business Arising From the Minutes

The Provost advised Senate that in response to the question raised at the last meeting regarding inhospitable EME furnishings she had learned that the offending benches and tables were acquired as part of the food kiosk and were not recommended by the Advisory Committee on Learning Spaces; the furniture will be replaced with more appropriate choices.

### **Deputy Vice-Chancellor's Remarks**

The Deputy Vice-Chancellor advised senate of the death of Clare Jones, 2<sup>nd</sup> year Bachelor of Human Kinetics student. The University has extended its sympathies to her family and Professor Buszard expressed her thanks to the University community for their support of her friends and family.

It was noted that the Association of Universities and Colleges of Canada (AUCC) was progressing with the Okanagan campus' application and a site visit will occur sometime in the New Year by three AUCC institution presidents.

Professor Buszard referenced three instances of enhanced community visibility for the campus in the Okanagan region: agreements with the Rotary Centre for Arts, Accelerate Okanagan, and Woodhaven Regional Park. She further noted that our "MiniMed" session at Kelowna General Hospital was very successful in taking high-level medical and health information to the general public.

The Deputy Vice-Chancellor reminded senators that on 10 December will be Nobel night; five colleagues will be speaking of the meaning of the prizes in how we see the world.

Senator Cioe asked if we were committing resources as part of the community outreach activities.

Professor Buszard advised that the only non-recovery cost would be for the Rotary Centre for the Arts but in that instance the cost for the three-year term of the agreement was less than what the campus paid to use the facility in the past year.

### **Candidates for Degrees**

*Deborah Roberts*  
*Yves Lucet*

}

*That the candidates for degrees, as recommended by the faculties and the College of Graduate Studies, be granted the degrees for which there were recommended, effective November 2013, and that a committee composed of the Registrar, the appropriate dean(s) or their appointed designates, and the Chair of the Okanagan Senate, be empowered to make any necessary adjustments.*

(2/3 majority required)

Approved

### **Academic Policy Committee**

The Chair of the Academic Policy Committee, Dr Jan Cioe Presented

#### **ROLLING GRADUATION**

*Jan Cioe* } *That rolling graduation for graduate programs*  
*Miriam Grant* } *be approved as set out in the attached calendar*  
*change form.*

Senator Roberts asked why this was needed; noting that she received a letter from her own university confirming her completing her requirements and this seemed sufficient.

Senator Cioe replied that the demand for the formal documentation was mostly from government agencies such as immigration authorities.

Acting Dean Taylor added that the formal degree could also be needed in some licensed professions.

Approved

### **Reports from the Deputy Vice-Chancellor**

#### **FINANCIAL OUTLOOK**

Associate Vice-President Michael Shakespeare presented.

Mr Shakespeare noted that last time at Senate he shared the 2012-2013 budget. This presentation was less focused on the immediate and more on our mid-term financial projections and strategic context.

He noted that our key financial drivers were Place and Promise and its priorities/commitments, including student learning, international engagement, graduate students & research, and innovation leadership. We also had a number of enablers for our process: campus visioning, system governance, our fundraising campaign, government relations, and our budget model.

Senator Cioe noted that the concept of a driver-based budget was a loose idea so far. He noted that the simplest model had FTE numbers drive funding, but this could result in a non-comprehensive University.

Mr Shakespeare agreed that this could be an issue with a pure model and noted that there were ways those drivers could be configured to mitigate that issue.

Professor Buszard noted that the other campus' budget model was 3 years out and suggested we could look at their successes and challenges so far.

Senator Cioe noted that some faculty members argued for the Vancouver model but he reminded Senate that the other campus had a different teaching structure, noting that half of Vancouver's Psychology classes are taught by sessionals. He suggested that the Okanagan campus did not want to be pushed in that direction.

Mr Shakespeare then went over key financial planning assumptions:

- A government grant cut of 1% for 2014-15, 1.25% for 2015-16.
- Domestic tuition growth of 2% per year
- International tuition at 10% direct-entry FTE plus EFP, 3% tuition growth per year.
- Investment of \$1 million per year to support international growth
- Capital financing for Skeena residence and mixed used buildings
- Building operational costs with a 2% increase for existing buildings.

Senator Dodds asked what our current enrolment numbers were relative to targets.

Shakespeare noted that we are at capacity for domestic students and that there was no Provincial cap for international students.

Mr Shakespeare reminded Senators that our current total revenue is \$116 million and we expect this to grow to \$119M. We had a \$4 million carry forward last year and expect a \$7.9M deficit this year although our year-end carry forward will still be 13.7M.

Senator Dods asked about undergraduate vs graduate funding.

Mr Shakespeare replied that our students were funded generally without distinction. International graduate students are still included in grant funding from the Province.

Senator Lucet noted that while we could admit more students, we would not get provincial funding for any additional domestic students.

A senator asked why there was a slight decrease in operating revenue.

Mr Shakespeare agreed to find out why and have this provided to Senate.

In response to a question from Senator Roberts, Professor Buszard advised that we still received around \$10 000 from the province and around \$5 000 in tuition per student.

Mr Shakespeare then presented the projected revenues through 2020. He noted that there was uncertainty around projected increases for international students. For our financial outlook on expenses, some are non-discretionary due to policy, contract, or government decisions. We do

have some challenges as our \$31 million in projected expense increases is \$200 000 more than projected revenue increases.

Professor Buszard reiterated that no provincial government funding increases were expected.

Senator Cioe noted that Professor Toope had suggested that the Federal government might be willing to provide more support.

Professor Buszard agreed that ACRE would put additional funding into research but this would be based on our tricouncil performance. This would be good, but would not cover our key financial pressures.

### **CAMPUS VISIONING**

Director Nicole Udzenija presented to update Senate on Aspire: The visioning process for UBC's Okanagan campus. She noted that she last presented to Senate in September. Ms Udzenija advised that we have spent the past few months focusing on starting conversations and generating awareness. Presentations have been made to Senate, the Board, Executive, and the Campus Advisory Committee, and general feedback has been solicited. Two kickoff events were also held. She noted that we also had a website where similar information is presented and responses are solicited, and to better engage with students we were using social media and a graffiti board campaign. Faculty champion pair groups have been formed, and they were meeting with faculties. Our intent is to have a draft document for review in April or March and to have a final document to come forward in June.

Senator Roberts asked if there was a list of faculty champions.

Ms Udzenija replied that yes and that this should be available on the website.

Professor Buszard expressed her thanks to the number of people working on this process.

Senator Cioe asked how we would analyze responses.

Ms Udzenija replied that with respect to the graffiti boards, we had project staff at the boards to facilitate comments. We are meeting as a faculty champions group in December to decide how we would analyze the data collected and decisions have yet to be made there.

The Deputy Vice-Chancellor advised that yesterday the Board received an update on the campus planning process and she suggested that this should be on the December or January Senate agenda. At the Board this included a lot of input from cyclists.



## Reports from the Provost

### CLARIFICATION OF RETROACTIVE INTENT FOR TEACHING EVALUATION RESOLUTION OF 25 SEPTEMBER 2013

*Cynthia Mathieson* } *That Deans, Heads, and Directors have access to*  
*Jan Cioe* } *all information contained in student evaluations*  
*of teaching except for confidential questions*  
*collected at the specific requests of individual*  
*instructors as submitted to the University in 2012*  
*and 2013 Academic Years.*

The Associate Registrar clarified that this was an additional resolution, not an amendment to the September motion.

*By general consent the motion was amended to include student access as also provided in September 2013.*

*Cynthia Mathieson* } *That Deans, Heads, and Directors have access to*  
*Jan Cioe* } *all information contained in student evaluations*  
*of teaching except for confidential questions*  
*collected at the specific requests of individual*  
*instructors as submitted to the University in 2012*  
*and 2013 Academic Years; and*  
  
*That individual instructors may consent to have*  
*the quantitative results of their teaching*  
*evaluations from the 2012 and 2013 Academic*  
*Years be made available to students*

Approved

### 2013-2014 ENROLMENT REPORT

Deputy Registrar for the Okanagan campus, Mr Fred Vogt, presented.

Mr Vogt noted that the distributed material included both campuses, but his presentation would focus on the Okanagan material.

For impacts on our enrolment this year, he noted EFP growth from 12 to 87 students, Broad-based Admission's (BBA) introduction, the discontinuation of the Bachelor of Social Work, and the introduction of Nursing transfer students; we expect to be essentially on target for enrolment with 8388 students.

Demographically, it was noted that the campus was 55:45 female to male, 8% of our students are grad students (35% of those doctoral), and that our student sources seemed healthy: 2/3rds are

from BC and both the Okanagan and the Lower Mainland are strong providers of student. Mr Vogt noted that our Okanagan numbers compared to 2009 have not gone down absolutely, but have relatively due to our growth and this was to be expected given that the campus already took in almost every eligible Okanagan student. Our retention is stable at around 80% overall which is reasonable for a campus of our nature.

The Deputy Vice-Chancellor noted that the Okanagan campus's retention level is lower than the other campus or at for example, McGill, but quite similar to many others in the U15 group. We are taking in students at a slightly lower average and some of our students view us as a 2<sup>nd</sup> choice to Vancouver. Some students cannot persist, some chose to move to Vancouver, and some simply chose to not continue their studies.

Senator Dods asked if we could look at data pertaining to applicants who are not admissible here directly but later transfer from Okanagan College and if we were looking at socioeconomic data. Senator Tse asked if we had any insight into why Management's retention levels were going down and were not keeping up with the rest of campus.

The Dean of Management noted that the program being 2+2, these students going from years 1 to 2 were not taking Management courses.

Professor Buszard replied that it is highly likely that students were transferring to Commerce in Vancouver; she described this as not a reflection on the Faculty of Management but rather on the Okanagan campus acting as a bridge.

Professor Buszard said that we are very interested in tracking persistence.

Senator Cioe asked if we had new data on the impact of BBA on retention.

The Deputy Registrar replied that we would not have these data until next year at the earliest.

Finally, Mr Vogt presented on our number of applicants and our conversion rate. He noted that the campus was still at over 50% and that this was an impressive result. He noted that our overall number of 1<sup>st</sup> choice applications have gone down and we think this is a result of our implementing BBA. Vancouver also saw a similar trend when it did so. We are also noting that Arts applications are also softening nationally and internationally and this is the only program where we had a decrease; science and our professional programs remain in high demand.

Senator Taylor noted that without discontinuing the BSW, Health and Social Development would have admitted 35-50 undergraduates; we admitted 48 graduates students in lieu.

The Registrar noted that she had looked at the overall numbers from both campuses and she expected a rebound.

Senator Robinson asked if the decrease in number of applications had caused a decrease in averages.

Mr Vogt replied that the opposite was the case: averages were still increasing.

## **Teaching and Learning Committee (IN CAMERA) – Honorary Degrees**

### **Adjournment**

There being no further business, the meeting was adjourned at 5:45 pm.



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**Office of the Senate**  
University Centre | UNC 322  
3333 University Way  
Kelowna, BC Canada V1V 1V7

December 9, 2013

From: Academic Policy Committee  
To: Okanagan Senate  
Re: Policy O-125: *Term and Examination Scheduling*

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**Motion:** “That Senate approve the attached Policy O-125: *Term and Examination Scheduling*, to become effective September 1, 2014.”

**Background:**

Proposed policy O-125 *Term and Examination Scheduling* replaces the [current policy abstract dealing](#) with this subject matter. In addition to removing some obsolete sections of the current policy, the revised policy introduces stipulations for Summer Session examinations and formal examination periods. In response to concerns raised about Winter Session Term 2 beginning on January 2<sup>nd</sup> this year, the policy is drafted such that Term 2 shall begin the Monday following New Year’s Day wherever possible. In addition, the new policy re-aligns the Winter Term 2 mid-term break to coincide with the new Family Day holiday and reduces the minimum number of days between the last day of classes and the beginning of the formal examination periods in both the winter and summer sessions to two days including weekends.

The intention of the policy changes is to provide Enrolment Services sufficient flexibility in scheduling the Academic Year while ensuring that the minimum number of teaching days and weeks in each term remains the paramount goal.

This policy has been sent to the Deans of Faculties, UBCSUO, Enrolment Services, the VP Academic and Provost, and Student Housing and Hospitality Services for review and comment prior to approval. No concerns were raised in this process.

Respectfully submitted,

Dr. Jan Cioe, Chair  
Senate Academic Policy Committee

## THE UNIVERSITY OF BRITISH COLUMBIA

SENATE POLICY:  
O-125OKANAGAN SENATE  
3333 University Way  
Kelowna, BC V1V 1V7**DRAFT VERSION 3.0****Number & Title**O-125: *Term and Formal Examination Scheduling***Effective Date:**

1 September 2014

**Approval Date:**

December 2013 (anticipated)

**Review Date:**

This policy shall be reviewed **five (5)** years after approval and thereafter as deemed necessary by the *responsible committee*.

**Responsible Committee:**

Okanagan Senate Academic Policy Committee

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

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

*...(d) to determine the conditions under which candidates must be received for examination, to appoint examiners and to determine the conduct and results of all examinations; ...*

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

*(n) to provide for the preparation and publication of a university calendar; ...”*

### **Purpose and Goals:**

This policy is designed to ensure consistent scheduling of the *Winter and Summer Sessions*, their constituent terms, and *formal examination periods* and to allow Enrolment Services flexibility in scheduling the Academic Year.

### **Applicability:**

This policy is applicable to direct-entry undergraduate programs.

### **Exclusions:**

Graduate programs do not necessarily follow the pattern of term and *formal examination* scheduling described herein **but are encouraged to do so as much as possible.**

### **Definitions:**

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

- *Academic Year* shall mean the section in the Academic Calendar that indicates important dates and events throughout the period between September 1<sup>st</sup> and August 31<sup>st</sup> each year, as scheduled by the Registrar.
- ***Direct-entry undergraduate programs* shall mean those programs into which students may enter directly after completion of secondary school.**
- *Formal examination* shall mean an oral, written, or practical assessment that contributes toward the determination of an examination candidate's final grade or standing in the respective course, and that is scheduled by the Registrar and time-limited, with invigilation provided.
- *Formal examination period* shall mean the period when *formal examinations* are scheduled (normally, in December, April, June, and August) as delineated in the *Academic Year* as scheduled by the Registrar.
- *Teaching day* shall mean a weekday on which instruction can be provided.
- *Teaching week* shall mean a week (Monday through Friday) during which instruction can be provided.
- *University-recognized holidays* shall mean any day listed under “Statutory Holidays at UBC” on the University of British Columbia’s Human Resources website.
- *Summer Session* shall mean the period of study that begins in May and ends in August.
- *Winter Session* shall mean the period of study that begins in September and ends in April.

**Policy:*****Winter Session****Term Length and Teaching Days*

- 1) ***Winter Session shall be divided into two terms.*** Each term shall contain a minimum of 60 *teaching days*; 63 *teaching days* are considered optimal. ~~Term 1 and Term 2 are equal in length, where possible;~~
- 2) Each term shall span a minimum of 12 *teaching weeks*. The observance of *university-recognized holidays* and a pre-examination break may result in some of the 12 weeks containing fewer than five (5) *teaching days*.

*Term Start Dates*

- 3) Term 1 may begin prior to Labour Day, although not earlier than September 1. The Tuesday following Labour Day is the typical Term 1 start date.
- 4) Term 2 shall begin ~~with a partial week following the New Year's Day holiday. The preferred start date is the Monday following January 1~~ **unless this creates an issue in achieving the minimum number of *teaching days* or *teaching weeks* set out in sections (1) and (2), in which case it will begin the week prior.**

*Examination Periods*

- 5) There shall be at least **two (2) calendar days, including weekends** and *university-recognized holidays*, between the last day of classes in a *Winter Session* term and the beginning of *formal examinations*. ~~Enrolment Services schedules each Academic Year to provide at least two (2) days between the last day of classes and the first day of examinations in each of *Winter Session* Terms 1 and 2, where possible.~~
- 6) ~~The lengths of the Term 1 and Term 2 *formal examination periods* shall be equal, whenever possible.~~ Up to 14 examinable days may be scheduled including Saturdays but not Sundays **for each *Formal Examination Period in the Winter Session*.**

- 7) **Winter** Term 1 *formal examinations* conclude not later than December 22; **Winter** Term 2 *formal examinations* conclude no later than April 30.

*Term 1 Mid-term Break*

- 8) A one day mid-term break shall be scheduled during Term 1, either on the day directly preceding or directly following the November 11 statutory holiday or UBC holiday in lieu.

*Term 2 Mid-term Break*

- 9) A **four-day** mid-term break shall be scheduled during Term 2, ~~normally~~ **directly following the Family Day statutory holiday.**

***Summer Session***

*Term Length and Teaching Days*

- 10) **Summer Session shall be divided into two terms.** Each term shall contain a minimum of 27 *teaching days*; 28 days are considered optimal. Term 1 and Term 2 are equal in length, where possible.
- 11) Each term shall span a minimum of 6 *teaching weeks*. The observance of *university-recognized holidays* and the provision of a weekday free of classes at the end of each term before *formal examinations* can result in some of these 6 weeks containing fewer than five (5) *teaching days*.
- 12) Courses may be offered which span both *summer session* terms. In such cases, the *formal examination period* falling at the end of Summer Term 1 shall be used for a break in study **or a mid-term examination within the formal examination period.** These 12 week courses shall be examinable in the Term 2 *formal examination period*.

*Term Start Dates*

- 13) Term 1 shall begin on the last Monday in May occurring before May 17.
- 14) Term 2 shall begin ~~early in July~~ after the Canada Day holiday and no later than July 6. The first week of Term 2 will be no shorter than three (3) days.



### *Examination Periods*

- 15) There shall be **at least two (2) calendar days including weekends and university-recognized holidays** between the last day of classes in a *Summer Session* term and the beginning of *formal examinations*.
- 16) The length of the Term 1 and Term 2 *formal examination periods* shall be equal, whenever possible. *Formal examinations* run for five (5) days including, if necessary, a Saturday.
- 17) **Summer** Term 1 *formal examinations* shall conclude no later than June 30; **Summer** Term 2 *formal examinations* conclude not later than August 22.

### **Calendar Statement:**

When effective, changes will need to be reflected in the Academic Calendar under **Dates and Deadlines** and the **Academic Year**.

### **Consultations**

The following groups will be consulted in the development of this policy:

UBCSUO, Enrolment Services (scheduling, Student Financial Assistance), Deans, Student Housing & Hospitality Services, VP Academic & Provost.

### **History:**

The term and examination dates have been subject to amendments from time to time as exhibited in the archive of Academic Calendars. In May 2004, the Vancouver Senate approved a number of recommendations that included the minimum provisions for each of Winter Session Terms 1 and 2 and the last day of examinations in the Winter Session Terms. This policy influences the term and examination policy of the Okanagan Senate. The Okanagan Senate approved the addition of a Term 1 mid-term break in May 2006.

This updated policy aligns the practices in term and examination scheduling at the Okanagan campus with those of the Vancouver Campus and introduces formal examination periods in the summer session. This will prevent future summer sessions being scheduled in a manner that is problematic to student loan policy and will enable the English Foundations Program. Furthermore, Enrolment Services advises that alignment with the Vancouver Policy will offer efficiencies and diminish confusion in scheduling.

**Related Policies:**

Academic Year

**<http://www.calendar.ubc.ca/okanagan/academicyear.cfm>**

**Appendix:**

There is no appendix to this policy.



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**Office of the Senate**  
University Centre | UNC 322  
3333 University Way  
Kelowna, BC Canada V1V 1V7

December 9, 2013

From: Academic Policy Committee  
To: Okanagan Senate  
Re: Policies *O-300.1: Academic Standing* and *O-304: Advancement Regulations*

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**Motion:** *“That Senate approve revisions to policy O-300.1: Advancement Regulations as set out in the attached, to become effective September 1, 2014;*  
  
*and,*  
  
*That Senate approve the attached Policy O-304: Advancement Regulations, to become effective September 1, 2014.”*

**Background:**

The two attached policies are inter-related and require some definitional clarifications. The [Senate Policy on Academic Standing](#) has already been codified into the policy template and approved in April 2010. The notation 300.1 indicates that a revised version of the existing policy is being proposed. The policy on [Advancement Regulations](#) has never been codified, but has long been a part of the Academic Regulations section of the Academic Calendar.

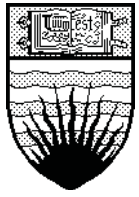
Issues with the current language of both of these related policies were brought to the attention of the Academic Policy Committee by the staff of Enrolment Services. First, students often confused discontinuation of studies from withdrawal from the University, terms which have now been clearly defined. Second, there was a need to clarify that those students who have successfully appealed for readmission after having been required to discontinue their studies may be placed On Academic Probation, although this standing is generally applied as a result of sessional evaluations.

These policies have been sent to the Deans of Faculties, UBCSUO, Enrolment Services, and the VP Academic and Provost, for review and comment prior to approval. No concerns were raised in this process.

Respectfully submitted,

Dr. Jan Cioe, Chair  
Senate Academic Policy Committee

THE UNIVERSITY OF BRITISH COLUMBIA



SENATE POLICY:  
O-300.1

OKANAGAN SENATE  
3333 University Way  
Kelowna, BC V1V 1V7

**DRAFT 2.0**

**Number & Title:**

O-300.1: *Academic Standing*

**Effective Date:**

1 September 2013

**Approval Date:**

28 April 2010

**Amendment Date:**

December 2013 (anticipated)

**Review Date:**

This policy shall be reviewed five (5) years after approval and thereafter as deemed necessary by the *responsible committee*.

**Responsible Committee:**

Academic Policy

**Authority:**

University Act, S. 37(1)

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

*(c) to determine all questions relating to the academic and other qualifications required of applicants for admission as students to the university or to any faculty, and to determine in which faculty the students pursuing a course of study must register;*

*(d) to determine the conditions under which candidates must be received for examination, to appoint examiners and to determine the conduct and results of all examinations;”*

S. 40

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

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

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

*(g) to deal with and, subject to an appeal to the senate, to decide on all applications and memorials by students and others in connection with their respective faculties;”*

### **Purpose and Goals:**

This policy is designed to:

- 1) Define the possible academic standings that may be assigned to students as a result of academic performance evaluations; and,
- 2) Provide a mechanism to have faculties set rules for the adjustment of academic standings.

### **Applicability:**

This policy is applicable for all degree programs offered by the University through faculties at its Okanagan campus.

### **Exclusions:**

None.

### **Definitions:**

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

- ***Discontinue*** shall mean the case where a student is required to cease to be registered in his or her course of study for an indefinite period of time.
- ***Withdraw*** shall mean the case where a student is required to *discontinue* and may not normally enter into any course of study at the University.

**Policy:**

- 1) There are three possible academic standings:
  - a. Good (also referred to as being “In Good Standing”)
  - b. Probationary (also referred to as “On Academic Probation”)
  - c. Failed
- 2) A student’s standing is assigned as a result of academic performance evaluations.
- 3) Each program shall have regulations for academic performance evaluations in their academic regulations.
- 4) On initial entry to a program, all students are in Good standing and remain as such unless another standing is assigned, or the student graduates, withdraws from their program, or fails to enroll in one or more courses by the close of registration for a given Winter Session, in which case they cease to be students.
- 5) Probationary standing is noted on the Student Information System but not on Transcripts of Academic Record. Students will be notified of their probationary standing as quickly as possible following an academic performance evaluation
- 6) A student On Academic Probation may have restrictions placed on his or her registration as set out in each program’s academic regulations.
- 7) **The academic regulations of the program into which he/she is readmitted notwithstanding, a student who had been required to discontinue studies, and later successfully ~~appealed~~ for readmission, may be placed On Academic Probation for their first session of studies upon return and may have restrictions placed on his or her registration by the dean of the faculty concerned.**
- 8) A student who receives a **first** academic standing of Failed is required to ~~withdraw from the University or their~~ **discontinue his or her studies:**
  - a. for a set period of time; **or,**
  - b. until certain requirements set by their faculty are met.
- 9) **A student who has been assigned an academic standing of Failed a second time will be required to *withdraw* permanently, based upon the regulations of their program and faculty or under the Advancement Regulations.**
- 10) A student with Failed standing who has not been required to *withdraw* permanently may only take classes for academic credit for transfer to the University at other institutions with the permission of their faculty.

- 11) An academic standing of Failed shall normally take effect immediately. However, should a Failed standing be assigned to a student after classes have commenced for a term, a student may elect to remain in those courses in which they are enrolled for that term; in such a case the Failed standing and any requirement to withdraw shall take effect at the beginning of the subsequent academic term.
- 12) **A student appealing to be permitted to continue his or her studies immediately, despite having received an academic standing of Failed, may not register for or attend courses while awaiting the results of their appeal, except as noted above.**

#### **Academic Calendar Statement:**

[Homepage](#) > [Policies and Regulations](#) > [Academic Assessment](#) > Academic Standing

**In this section, *Discontinue* shall mean the case where a student is required to cease to be registered in his or her course of study for an indefinite period of time and *withdraw* shall mean the case where a student is required to *discontinue* and may not normally enter into any course of study at the University.**

There are three levels of academic standing:

- In Good Standing;
- On Academic Probation; and
- Failed.

All students on initial entry to the University are In Good Standing. The academic standing of a student may change to On Academic Probation or Failed as the result of academic performance evaluations, as described in each program's academic regulations.

The purpose of On Academic Probation standing is to raise awareness with the student that he or she is at risk academically so that the student can take corrective action that will improve the likelihood of his or her eventual success. On Academic Probation is noted in the Student Information System but not on official Transcripts of Academic Record. Students will be notified of being placed On Academic Probation as quickly as possible after the end of each term. Placements of students On Academic Probation standing are evaluated at the end of each academic term (December, April, and August). It is important to note that a student may be **assigned** ~~given~~ a Failed standing directly, and that On Academic Probation is not necessary for a Failed standing to result from unsatisfactory academic performance.

A student On Academic Probation may have restrictions placed on his or her registration as described in each faculty's section on academic regulations (see Faculties, Schools, and Colleges). **The academic regulations of the program into**

**which he/she is readmitted notwithstanding**, a student who had been required to discontinue studies, and later successfully **appealed** for readmission, **may** be placed On Academic Probation for their first session of studies upon return and **may have restrictions placed on his or her registration by the dean of the faculty concerned.**

A student who receives an academic standing of Failed will be required to discontinue studies for either a set period of time, or until certain requirements are met. **A student who receives a second academic standing of Failed may be required to withdraw from the university** permanently, based upon the academic regulations of the student's faculty.

Normally, the student will be required to discontinue studies at the University starting immediately. However, a student enrolled in and attending one or more courses will be permitted to complete those courses if the determination of an academic standing of Failed is only made after the last date for withdrawal without a W being recorded on the transcript.

A student appealing to be permitted to continue his or her studies immediately, despite having received an academic standing of Failed, may not register for or attend courses while awaiting the results of their appeal, except as noted above. Therefore, a student On Academic Probation should maintain contact with his or her faculty advisor in case circumstances arise that might adversely affect academic performance.

#### **Consultations:**

The following groups will be consulted during the development of this policy:

UBCSUO, Enrolment Services, Deans, VP Academic & Provost.

#### **History:**

This policy was first approved in April 2010 after having long been a section of the Academic Calendar under the section "Academic Regulations". The revisions focus on adding clarification around the definitions of the terms *discontinuation* and *withdrawal*. In addition, the revisions the circumstances under which a student who successfully appeals for readmission might be placed On Academic Standing despite the fact that this standing is usually the result of a sessional evaluation.

**Related Policies:** Advancement Regulations; **Readmission**; **Appeals on Admission Decisions**

**Appendix:** There is no appendix to this policy.

**Procedures:** There are no procedures under this policy.



## THE UNIVERSITY OF BRITISH COLUMBIA

SENATE POLICY:  
O-304OKANAGAN SENATE  
3333 University Way  
Kelowna, BC V1V 1V7**DRAFT 2.0****Number & Title:**O-304: *Advancement Regulations***Effective Date:**

September 2014

**Approval Date:**

December 2013 (anticipated)

**Review Date:**

This policy shall be reviewed five (5) years after approval and thereafter as deemed necessary by the *responsible committee*.

**Responsible Committee:**

Academic Policy

**Authority:**

University Act, S. 37(1)

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

*(c) to determine all questions relating to the academic and other qualifications required of applicants for admission as students to the university or to any faculty, and to determine in which faculty the students pursuing a course of study must register;*

*(d) to determine the conditions under which candidates must be received for examination, to appoint examiners and to determine the conduct and results of all examinations;”*

*S. 40*

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

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

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

*(g) to deal with and, subject to an appeal to the senate, to decide on all applications and memorials by students and others in connection with their respective faculties;”*

**Purpose and Goals:**

This policy is designed to:

- 1) Define the general regulations for students’ advancement in programs ;  
and,
- 2) Provide a mechanism to have faculties, colleges, and schools to set advancement regulations for their programs.

**Applicability:**

This policy is applicable for all degree programs offered by the University through faculties at its Okanagan campus.

**Exclusions:**

None.

**Definitions:**

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

- ***Discontinue* shall mean the case where a student is required to cease to be registered in his or her course of study for an indefinite period of time.**
- ***Withdraw* shall mean the case where a student is required to *discontinue* and may not normally enter into any course of study at the University.**

**Policy:**

General regulations applicable to all faculties include the following:

- 1) **Except with permission of the dean of the faculty providing the course of study in special cases, or where the faculty provides otherwise in its advancement regulations, no student may repeat a course more than once. In the case of a graduate student, such permission may be granted by the dean of the faculty providing the course of study in consultation with the Dean of the College of Graduate Studies.**
- 2) Each faculty **shall have** regulations on advancement. Students who do not meet the required standard in any session will be assigned Failed standing and ~~will~~ **may** be required to *discontinue* or *withdraw* **and, unless granted permission by the dean of the faculty to continue in his or her course of study. In the case of a graduate student, such permission may be granted by the dean of the faculty providing the course of study in consultation with the Dean of the College of Graduate Studies.**
- 3) A student in a year of study which may normally be taken in the first or second year following secondary school graduation who is assigned Failed standing will be required to either *discontinue* for at least **12 months** ~~one year~~ or to *withdraw*.
- 4) Students who are assigned Failed standing in one faculty may **only** transfer to another faculty if they meet the advancement and admission requirements of the second faculty **as specified in the faculty advancement regulations.**
- 5) Students who have been required to *discontinue* or *withdraw* may be readmitted subject to the regulations of the faculty that they wish to enter.
- 6) A student at any level of university study **who is assigned a standing of Failed** ~~fails~~ for a second time **(which need not be consecutive or in the same course of study)** will be required to *withdraw* from the University. After a period of at least **12 months** one year, an appeal for permission to re-enrol will be considered. Such an appeal will be granted only after the appeal has been reviewed and approved by the dean of the faculty concerned. A negative decision by the dean may be appealed to the **Senate Admissions and Awards Committee.**

**Academic Calendar Statement:**

[Homepage](#) > [Policies and Regulations](#) > [Academic Assessment](#) > Advancement Regulations

**In this section, *Discontinue* shall mean the case where a student is required to cease to be registered in his or her course of study for an indefinite period of time and *withdraw* shall mean the case where a student is required to *discontinue* and may not normally enter into any course of study at the University.**

Advancement practices vary among faculties, colleges, and schools (collectively, "faculties") and are described in individual faculty sections in the Calendar. General regulations applicable to all faculties include the following:

- 1) **Except with permission of the Dean of the Faculty providing the course of study in special cases, or where the faculty provides otherwise in its advancement regulations, no student may repeat a course more than once. In the case of a graduate student, such permission may be granted by the dean of the faculty providing the course of study in consultation with the Dean of the College of Graduate Studies.**
- 2) Each faculty **shall have** regulations on advancement. Students who do not meet the required standard in any session will be assigned Failed standing and ~~will~~ **may be required to *discontinue* or *withdraw* and, unless granted permission by the dean of the faculty to continue in his or her course of study, will be required to do so. In the case of a graduate student, such permission may be granted by the dean of the faculty providing the course of study in consultation with the Dean of the College of Graduate Studies.**
- 3) A student in a year of study which may normally be taken in the first or second year following secondary school graduation who is assigned Failed standing will be required to either *discontinue* for at least **12 months** ~~one-year~~ or to *withdraw*.
- 4) Students who are assigned Failed standing in one faculty may **only** transfer to another faculty if they meet the advancement and admission requirements of the second faculty **as specified in the faculty advancement regulations.**

- 5) Students who have been required to *discontinue* or *withdraw* may be readmitted subject to the regulations of the faculty that they wish to enter.
  
- 6) A student at any level of university study **who is assigned a standing of Failed** fails for a second time (**which need not be consecutive or in the same course of study**) will be required to *withdraw* from the University. After a period of at least **12 months**, an appeal for permission to re-enrol will be considered. Such an appeal will be granted only after the appeal has been reviewed and approved by the dean of the faculty concerned. A negative decision by the dean may be appealed to the **Senate Admissions and Awards Committee**.

**Consultations:**

The following groups will be consulted during the development of this policy:

UBCSUO, Enrolment Services, Deans, VP Academic & Provost.

**History:**

This is the first version of this policy using the template defined in Policy *O-1 Format, Development, and Administration of Senate Policies*. A section on Advancement Regulations has been in the Academic Calendar since the establishment of the Okanagan Campus of the University in 2005, and was based on similar language in the Vancouver Campus' Academic Calendar.

**Related Policies:**

Academic Standing

**Readmission**

**Appeals on Admission Decisions**

**Appendix:**

There is no appendix to this policy.

**Procedures:**

There are no procedures under this policy.



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THE UNIVERSITY OF BRITISH COLUMBIA

**Office of the Senate**  
University Centre | UNC 322  
3333 University Way  
Kelowna, BC Canada V1V 1V7

Phone 250 807 9619  
Fax 250 807 8007  
[www.senate.ubc.ca/okanagan](http://www.senate.ubc.ca/okanagan)

9 December 2013

**To: Okanagan Senate**

**From: Admissions and Awards Committee**

**Subject: New and Revised Awards (approval)**

---

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

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

New Awards:

**René Goldman and Terry Dukur-Goldman Bursary**

A \$1000 bursary is offered by René Goldman and Terry Dekur-Goldman to a student in the Department Critical Studies in the Faculty of Creative and Critical Studies at the University of British Columbia, Okanagan campus. (First award available for the 2013/14 Winter Session)

**Aboriginal Graduate Fellowship**

The Aboriginal Graduate Fellowship is a merit-based fellowship that is awarded to Aboriginal graduate students who are engaged in full-time study or research leading to a graduate degree. Aboriginal students, which include Canadian First Nations, Métis or Inuit students, are eligible to apply for this funding. The award value is \$10,000 each. The College of Graduate Studies anticipates awarding eight students per year for a total of \$80,000. Students will be required to apply through an annual competition. Applicants will be adjudicated by the College of Graduate Studies Scholarship and Awards Committee. The College of Graduate Studies Scholarship and Awards Committee will provide nominations to the Dean of the College of Graduate Studies, who will determine the final awardees. (First award available for the 2014/15 Winter Session)

Rationale: The establishment of this award aligns with the goals and values outlined in UBC's Place and Promise – to expand educational opportunities for Aboriginal people.

Previously-Approved Awards with Changes in Terms or Funding Source:

### **26353 Graduate Entrance Scholarship**

Current Existing:

#### **Graduate Entrance Scholarships**

Graduate Entrance Scholarships are offered by some graduate programs to the best and brightest incoming master's and doctoral students for full-time graduate study or research at UBC Okanagan. Inquiries about these scholarships should be addressed to the graduate program advisor.

Proposed:

#### **Graduate Dean's Entrance Scholarship**

Graduate Dean's Entrance Scholarships (GDES) are offered to the best and brightest incoming thesis-based master's and doctoral students at UBC's Okanagan campus. Students who have submitted a complete admission application by the date indicated for each admission period will be automatically considered for this scholarship.

Eligible students must have a GPA of first-class standing. The minimum value of the Graduate Dean's Entrance Scholarship is \$5,000. This award value may be increased by increments of \$2,500 to a maximum of \$15,000. The funding for this award will be made available from the University budget. The value of this award is reviewed annually.

Awards are made on the basis of nominations provided by graduate programs to the College of Graduate Studies at the time of recommending a student for admission.

### **26301 University Graduate Fellowship**

Current Existing:

#### **University Graduate Fellowships (UGF)**

The College of Graduate Studies administers an annual competition that provides graduate fellowships to students who are engaged in full-time study or research leading to a graduate degree. The funds for these awards are made available from the University budget.

Awards are made on the basis of merit and are open to any graduate student regardless of citizenship or visa status. The value of these awards is reviewed annually. Each award covers a 12-month period beginning September 1, and is offered for either one or two years.

Awards are made on the basis of nominations provided by graduate programs to the College of Graduate Studies. Students must contact their graduate programs for deadline dates. Recipients are notified in late April. Only current UBC Okanagan graduate students are eligible for nomination.

Proposed:**University Graduate Fellowship**

The University Graduate Fellowship (UGF) is a merit-based scholarship that is awarded to graduate students engaged in full-time study or research in a thesis-based program. Incoming students are automatically considered for University Graduate Fellowship funding upon consideration for admission. Current students, enrolled in an Okanagan graduate degree program, must apply annually for University Graduate Fellowship funding.

Eligible students must have a GPA of first-class standing. This award may be received in increments of \$3,000 to a maximum of \$15,000. The funding for this award will be made available from the University budget. The value of this award is reviewed annually.

Awards are made on the basis of nominations provided by graduate programs to the College of Graduate Studies. Graduate programs are encouraged to submit University Graduate Fellowship nominations for incoming students at the time of recommending the student for admission. Nominations for current students may be submitted to the College of Graduate Studies as they are determined by the graduate program. Normally, University Graduate Fellowships cover a 12-month period from May to April, of the following year.

Respectfully submitted,

Dr. Spiro Yannacopoulos  
Chair, Admissions and Awards Committee





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THE UNIVERSITY OF BRITISH COLUMBIA

**Office of the Senate**  
University Centre | UNC 322  
3333 University Way  
Kelowna, BC Canada V1V 1V7

Phone 250 807 9619  
Fax 250 807 8007  
[www.senate.ubc.ca/okanagan](http://www.senate.ubc.ca/okanagan)

9 December 2013

**To: Okanagan Senate**

**From: Admissions and Awards Committee**

**Subject: Admissions Proposal (approval)**

- i. Bachelor of Education – Secondary Teacher Education Program**
- ii. Master of Science / Doctor of Philosophy (Biology)**
- iii. Master of Management**

---

**i. Bachelor of Education – Secondary Teacher Education Program (STEP)**

Revise admission requirements to the Bachelor of Education Secondary Teacher Education Program (STEP) to align with the requirements of the Teacher Regulation Branch. In addition to editorial changes, the attached Academic Calendar entry clarifies the application process and outlines revised admission requirements to the French, Humanities and Math/Science, Middle School and Trades Technology Education specialties.

**ii. Master of Science / Doctor of Philosophy (Biology)**

Revise the Academic Calendar entry on admission requirements for the Master of Science and Doctor of Philosophy programs in Biology to indicate that applicants will not be admitted to graduate programs in Biology until a member of the Biology department has agreed to supervise the thesis research. Applicants are encouraged to identify and contact potential research supervisors prior to application to the program.

**iii. Master of Management (M.M.)**

Extend the suspension of admission to the Master of Management (M.M.) program and revise the Academic Calendar entry to advise prospective students that admissions are suspended to the Master of Management (M.M.) program for entry to the 2014 Winter Session and applications will reopen in Fall 2014 for entry to the 2015 Winter Session.

In February 2013, Senate approved a one-year suspension of admission to the Master of Management program. Since then, Faculty has undertaken a detailed program and curriculum review process and is currently working to redesign the program and develop the associated curriculum. A one-year extension to the current suspension of admission is requested to permit the Faculty to complete the review process.

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

*Motion: That Senate approve the admissions proposals for i. Bachelor of Education for entry to the 2014 Summer Session and thereafter;*

*That Senate approve the admissions proposal for ii. Master of Science / Doctor of Philosophy (Biology), effective for entry to the 2014 Winter Session and thereafter; and*

*That Senate approved the admissions proposal for iii Master of Management (M.M.) for the 2014 Winter Session only.*

Respectfully submitted,

Dr. Spiro Yannacopoulos  
Chair, Admissions and Awards Committee



## Admissions Proposal Form – Okanagan Campus

<p><b>Faculty:</b> Education  <b>Department/Unit:</b> N/A  <b>Faculty Approval Date:</b> June 19, 2013  <b>Effective Session:</b> 2014S</p>	<p><b>Date:</b> October 7, 2013  <b>Contact Person:</b> Annette LaGrange  <b>Phone:</b> 250.807.9586  <b>Email:</b> <a href="mailto:annette.la-grange@ubc.ca">annette.la-grange@ubc.ca</a></p>
<p><b>Proposed Academic Calendar Entry:</b>  <a href="#">Homepage (draft)</a>  <a href="#">Faculties, Schools, and Colleges</a>  Faculty of Education</p> <p><b>Faculty of Education</b></p> <p><b>Contents</b></p> <p><a href="#">Introduction</a> →  <a href="#">Undergraduate Programs</a> →</p> <p><a href="#">Post-Baccalaureate Education Programs</a> →  <a href="#">Graduate Programs</a> →  <a href="#">Academic Staff</a> →</p>	<p><b>Draft Academic Calendar URL:</b>  <a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,284,0,0">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,284,0,0</a></p> <p><b>Present Academic Calendar Entry:</b>  <a href="#">Homepage (draft)</a>  <a href="#">Faculties, Schools, and Colleges</a>  Faculty of Education</p> <p><b>Faculty of Education</b></p> <p><b>Contents</b></p> <p><a href="#">Introduction</a> →  <del><a href="#">Academic Regulations</a></del> →  <del><a href="#">Bachelor of Education Programs</a></del> →  <del><a href="#">Developmental Standard Teaching Certificate in Okanagan Language and Culture</a></del> →  <del><a href="#">Teacher Certification</a></del> →  <a href="#">Post-Baccalaureate Education Programs</a> →  <a href="#">Graduate Programs</a> →  <a href="#">Academic Staff</a> →</p>



<p><b>Proposed Academic Calendar Entry:</b>  <a href="#">Homepage (draft)</a>  <a href="#">Faculties, Schools, and Colleges</a>  <a href="#">Faculty of Education</a>  <a href="#">Undergraduate Programs</a></p> <p><b><u>Undergraduate Programs</u></b></p> <p><b><u>Contents</u></b></p> <p><a href="#">Bachelor of Education Programs</a> →  <a href="#">Certificate Programs</a> →  <a href="#">Academic Regulations</a> →  <a href="#">Teacher Certification</a> →</p>	<p><b>Draft Academic Calendar URL:</b> N/A</p> <p><b>Present Academic Calendar Entry:</b> N/A</p>
<p><b>Proposed Academic Calendar Entry:</b>  <a href="#">Homepage (draft)</a>  <a href="#">Faculties, Schools, and Colleges</a>  <a href="#">Faculty of Education</a>  <a href="#">Undergraduate Programs</a>  <a href="#">Bachelor of Education Programs</a></p> <p><b>Bachelor of Education Programs</b></p> <p><b>Contents</b></p> <p><a href="#">Overview</a> →  <a href="#">Application Procedures for Elementary and Secondary Teacher Education Programs (ETEP and STEP)</a> →  <a href="#">Elementary Teacher Education Program (ETEP)</a> →  <a href="#">Secondary Teacher Education Program (STEP)</a> →</p>	<p><b>Draft Academic Calendar URL:</b>  <a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,284,838,0">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,284,838,0</a></p> <p><b>Present Academic Calendar Entry:</b>  <a href="#">Homepage (draft)</a>  <a href="#">Faculties, Schools, and Colleges</a>  <a href="#">Faculty of Education</a></p> <p><del><b>Bachelor of Education Programs</b></del></p> <p><b>Bachelor of Education Programs</b></p> <p><b>Contents</b></p> <p><a href="#">Overview</a> →  <a href="#">Admission Requirements for ETEP and STEP</a> →  <a href="#">Elementary Teacher Education Program (ETEP)</a> →  <a href="#">Secondary Teacher Education</a> →</p>



### Proposed Academic Calendar Entry:

[Homepage \(draft\)](#)

[Faculties, Schools, and Colleges](#)

[Faculty of Education](#)

[Undergraduate Programs](#)

[Bachelor of Education Programs](#)

[Overview](#)

## Overview

**[11645]** The Faculty of Education Teacher Education Programs lead to a Bachelor of Education (B.Ed.) and Ministry of Education [Teacher Regulation Branch](#) certification as a teacher in the province of BC. There are two programs:

### [11646]

- **Elementary Teacher Education Program (ETEP):** five-year degree or two-year post-degree, both leading to certification;
- **Secondary Teacher Education Program (STEP):** 12-month certification.

**[11648]** These innovative programs offer a balance of content, conceptual studies, and practical experiences in the schools. Both programs provide a strong theoretical base and specialized methodological content with an emphasis on integration of knowledge. Students enjoy opportunities for choice of study and independent research in a Guided Reflective Inquiry Project (GRIP) that serves as a capstone for

### [Program \(STEP\)](#)

### Draft Academic Calendar URL:

<http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,284,838,1021>

### Present Academic Calendar Entry:

[Homepage \(draft\)](#)

[Faculties, Schools, and Colleges](#)

[Faculty of Education](#)

[Bachelor of Education Programs](#)

[Overview](#)

## Overview

**[11645]** The Faculty of Education Teacher Education Programs lead to a Bachelor of Education (B.Ed.) and Ministry of Education [Teacher Regulation Branch](#) certification as a teacher in the province of BC. There are two programs:

### [11646]

- **Elementary Teacher Education Program (ETEP):** five-year degree or two-year post-degree, both leading to certification;
- **Secondary Teacher Education Program (STEP):** 12-month certification.

**[11648]** These innovative programs offer a balance of content, conceptual studies, and practical experiences in the schools. Both programs provide a strong theoretical base and specialized methodological content with an emphasis on integration of knowledge. Students enjoy opportunities for choice of study and independent research in a Guided Reflective Inquiry Project (GRIP) that serves as a capstone for



both degree programs. Students will complete their practice teaching in schools throughout the Okanagan region.

**Proposed Academic Calendar Entry:**

[Homepage \(draft\)](#)

[Faculties, Schools, and Colleges](#)

[Faculty of Education](#)

[Undergraduate Programs](#)

[Bachelor of Education Programs](#)

[Application Procedures for Elementary and Secondary Teacher Education](#)

[Programs \(ETEP and STEP\)](#)

**[Application Procedures for Elementary and Secondary Teacher Education Programs \(ETEP and STEP\)](#)**

**[12648] Note: the Elementary Teacher Education Program (ETEP) has a September intake only. The Secondary Teacher Education Program (STEP) has a July intake only.**

**[12633]** Application for admission to the Faculty of Education must be made through Enrolment Services' Undergraduate Admissions Office. Procedures, policies, and admission requirements to the UBC Okanagan campus and the Faculty of Education are specified in [Admissions](#), while information on applying for admission to the UBC Okanagan campus can be found at [youbc Okanagan](#).

both degree programs. Students will complete their practice teaching in schools throughout the Okanagan region.

**Draft Academic Calendar URL:**

<http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,284,838,1021>

**Present Academic Calendar Entry:**

[Homepage \(draft\)](#)

[Faculties, Schools, and Colleges](#)

[Faculty of Education](#)

[Bachelor of Education Programs](#)

~~[Admission Requirements for ETEP and STEP](#)~~

~~**Admission Requirements for ETEP and STEP**~~

**[12648] Note: the Elementary Teacher Education Program (ETEP) has a September intake only. The Secondary Teacher Education Program (STEP) has a July intake only.**

**[12633]** Application for admission to the Faculty of Education must be made through Enrolment Services' Undergraduate Admissions Office. Procedures, policies, and admission requirements to the UBC Okanagan campus and the Faculty of Education are specified in [Admissions](#), while information on applying for admission to the UBC Okanagan campus can be found at [youbc Okanagan](#).

~~**[14728] The application deadline for**~~



~~both ETEP and STEP is January 31. Early application is strongly recommended. An official interim transcript, indicating courses completed to December 31 and course enrolment (if any) for January to April, is required as soon as final grades have been reported in January (not later than February 28) and must be forwarded to the attention of: UBC Undergraduate Admissions Office, University of British Columbia, Enrolment Services, Brock Hall, 2016-1874 East Mall, Vancouver, BC V6T 1Z1.~~

~~[14729] A final official transcript is required by the UBC Undergraduate Admissions office as soon as possible following the reporting of final grades for Winter courses and not later than the document deadline of May 31. Where an applicant has completed coursework at more than one post-secondary institution, an official transcript from each institution will be required.~~

~~[15045] Admission averages for students applying to the Faculty of Education at the UBC Okanagan campus will be based on grades from the last 30 transferable credits attempted, up to and including credits completed in Term 1 of the Winter Session in which the application is received.~~

~~[15640] Admission is subject to students maintaining a grade average of 65% or greater in the last 30 credits of post-secondary coursework attempted, up to and including credits completed in Term 2 of the Winter Session in which the application is received.~~

~~[15641] To ensure this requirement is met, a final admission average will be~~



<p><b>[12637] Grade 12 Applicants</b></p> <p><b>[12638]</b> There is no direct admission to the Faculty of Education from Grade 12. Students applying from Grade 12 must first apply to another degree program to complete ETEP or STEP admission requirements (e.g., B.A., B.F.A., B.Sc.).</p> <p><b>[12639] Submission of Application for Admission to ETEP</b></p> <p><b>[12640] Five-Year Degree:</b> Applications should be submitted in the Winter Session Term 1 of the third year of study in an undergraduate degree program acceptable in content to the Faculty of Education.</p> <p><b>[12641] Two-Year Post-Degree:</b> Applications should be submitted in the Winter Session Term 1 of the final year of study in an undergraduate degree program acceptable in content to the Faculty of Education.</p> <p><b>[12642] Submission of Application for Admission to STEP</b></p> <p><b>[12643]</b> Applications should be submitted in the Winter Session Term 1 of the final year of study in a four-year or equivalent undergraduate degree program acceptable in content to the Faculty of Education.</p>	<p><del>calculated following the receipt of a final official transcript. Failure to meet this requirement may result in the withdrawal of an offer of admission.</del></p> <p><del><b>[12634] Admission to the Faculty of Education is competitive, and all programs have a limited enrolment. Satisfying the minimum admission requirements does not guarantee an offer of admission.</b></del></p> <p><b>[12637] Grade 12 Applicants</b></p> <p><b>[12638]</b> There is no direct admission to the Faculty of Education from Grade 12. Students applying from Grade 12 must first apply to another degree program to complete ETEP or STEP admission requirements (e.g., B.A., B.F.A., B.Sc.).</p> <p><b>[12639] Submission of Application for Admission to ETEP</b></p> <p><b>[12640] Five-Year Degree:</b> Applications should be submitted in the Winter Session Term 1 of the third year of study in an undergraduate degree program acceptable in content to the Faculty of Education.</p> <p><b>[12641] Two-Year Post-Degree:</b> Applications should be submitted in the Winter Session Term 1 of the final year of study in an undergraduate degree program acceptable in content to the Faculty of Education.</p> <p><b>[12642] Submission of Application for Admission to STEP</b></p> <p><b>[12643]</b> Applications should be submitted in the Winter Session Term 1 of the final year of study in a four-year or equivalent undergraduate degree program acceptable in content to the Faculty of Education.</p>
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### [14448] French Language Competency Test

[14449] Applicants to the STEP French Education specialty are required to complete **the French Language Competency Test**, administered by the Faculty of Education, as part of the admission requirements to the specialty.

[14450] Applicants to ETEP requesting a practicum experience in a French immersion elementary school will be required to complete **the French Language Competency Test** prior to confirmation of a practicum placement. In order to be considered for a practicum placement in a French immersion school, applicants must have completed a minimum of a Minor in French as part of their academic preparation for admission to the ETEP.

[14451] The French **Language Competency Test** comprises oral and written components. The purpose of the test is to verify French language competency, identify problematic linguistic areas, and support students in their professional endeavors. For information on the test, or to schedule a sitting, please contact Faculty of Education **[link to URL: <http://www.ubc.ca/okanagan/education/undergrad/STEP/stepspecialties/STEPfr-ench/fr-test.html>]**.

### [12644] Criminal Record Check

[12645] Applicants to the Faculty of Education teacher education programs are advised that a criminal record check is required to teach in BC schools. It is the responsibility of the Faculty of Education to ensure that every registered education student undergoes a criminal record check prior to participating in a practicum or

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### [12644] Criminal Record Check

[12645] Applicants to the Faculty of Education teacher education programs are advised that a criminal record check is required to teach in BC schools. It is the responsibility of the Faculty of Education to ensure that every registered education student undergoes a criminal record check prior to participating in a practicum or



commencing school visits.

**[16081]** Students are required to provide notification and authorization for a further criminal record check should the student be charged with, or convicted of, a relevant criminal offence subsequent to their last CRRA check.

**[16082]** For more information, see [CRRA](#) and University Counsel's [FAQs](#).

### **[12646] Transferability**

**[12647]** Due to the integration of the professional learning practica with term coursework, transferring in and out of ETEP or STEP is not possible.

#### **Proposed Academic Calendar Entry:**

[Homepage \(draft\)](#)  
[Faculties, Schools, and Colleges](#)  
[Faculty of Education](#)  
[Undergraduate Programs](#)  
[Bachelor of Education Programs](#)  
[Secondary Teacher Education Program \(STEP\)](#)

## **Secondary Teacher Education Program (STEP)**

### **Contents**

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

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



**Proposed Academic Calendar Entry:**

[Homepage \(draft\)](#)

[Faculties, Schools, and Colleges](#)

[Faculty of Education](#)

[Undergraduate Programs](#)

[Bachelor of Education Programs](#)

[Secondary Teacher Education Program \(STEP\)](#)

[Admission Requirements](#)

## [Admission Requirements](#)

**[11698]** Students may apply for admission to the STEP after completing a four-year (minimum 120 credits) bachelor's degree or equivalent, or a diploma (Trades Technology Education specialty) from a recognized **institution**, acceptable in content to the Faculty of Education, and completing the admission requirements listed below. Currently the following specialties are offered: French Education, Humanities Education (academic preparation in English **or** Social Studies), **Math/Science** Education (**academic preparation in Math or Science**), Middle School Education, and Trades Technology Education.

**[14880] Note:** completion of the STEP French, Humanities, **Math/Science**, or Middle School Education specialties meets the requirements of the Teacher Regulation Branch for a Professional Teaching Certificate and a UBC Bachelor of Education degree (B.Ed. degree).

**Draft Academic Calendar URL:**

<http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,284,838,1021>

**Present Academic Calendar Entry:**

[Homepage \(draft\)](#)

[Faculties, Schools, and Colleges](#)

[Faculty of Education](#)

[Bachelor of Education Programs](#)

~~Secondary Teacher Education Program (STEP)~~

## ~~Secondary Teacher Education Program (STEP)~~

### ~~[12974] Admission Requirements~~

**[11698]** Students may apply for admission to the STEP after completing a four-year (minimum 120 credits) bachelor's degree or equivalent, or a diploma (Trades Technology Education specialty) from a recognized **university**, acceptable in content to the Faculty of Education, and completing the admission requirements listed below. Currently the following specialties are offered: French Education, Humanities Education (**students must have** academic preparation in **BOTH** English **AND** Social Studies), **Math-Science** Education, Middle School Education, and Trades Technology Education.

**[14880] Note:** completion of the STEP French, Humanities (**English and Social Studies**), **Math-Science**, or Middle School Education specialties meets the requirements of the Teacher Regulation Branch for a Professional Teaching Certificate and a UBC Bachelor of



**[15978]** STEP Trades and Technology Education specialty: to be eligible for the B.Ed. degree, students who completed the two-year British Columbia Institute of Technology (BCIT) Technology Teacher Education Diploma (TTED) must complete 24 credits of university-transferable Arts and/or Science coursework; students who completed the two-year Okanagan College (OC) Trades Technology Teacher Education (TTTE) diploma must complete 30 credits of university-transferable Arts and/or Science coursework.

Admission to the Faculty of Education is competitive, and all programs have limited enrolment. Satisfying the minimum admission requirements does not guarantee an offer of admission.

### **[11700] French Education Specialty**

**[11699] Note:** to enhance employment opportunities, it is strongly recommended that applicants to the STEP French Education specialty have academic preparation in two teachable subjects.

#### **[11701] Admission Requirements**

**[12692]**

Applicants must have completed a four-year 120-credit bachelor's degree (or equivalent).

Pre-admission studies must include the following:

- 6 credits must include both English literature and composition; and
- 24 credits of academic coursework in the teachable

Education degree (B.Ed. degree).

**[15978]** STEP Trades and Technology Education specialty: to be eligible for the B.Ed. degree, students who completed the ~~BCIT~~ Technology Teacher Education Diploma (~~BCIT-TTED~~) must complete 24 credits of university transferable ~~Arts/Science~~ coursework; students who completed the Okanagan College Trades Technology Teacher Education ~~Diploma (OC-TTED)~~ must complete 30 credits of university transferable ~~Arts/Science~~ coursework.

### **[11700] French Education Specialty**

**[11699] Note:** to enhance employment opportunities, it is strongly recommended that applicants to the STEP French Education specialty have academic preparation in two teachable subjects.

#### **[11701] Admission Requirements**

**[12692]**

- ~~Cumulative average: 65% or greater in the last 30 credits of post-secondary coursework passed, failed, and/or repeated;~~
- ~~English requirements: 6 credits of approved English with an average of 65% or greater. A minimum 3 credits must be in English literature. The 6 credits of approved English literature and composition may be satisfied with coursework at the 100, 200,~~



<p><u>subject of French.</u></p> <p><b><u>Students must also successfully complete</u></b> the oral and written French <b><u>Language Competency Test</u></b> to the level specified for French as a <b><u>second language</u></b>. For information on the test, or to schedule a sitting, please <b><u>see French Language Competency Test</u></b> <b><u>[link to URL: <a href="http://www.ubc.ca/okanagan/education/">http://www.ubc.ca/okanagan/education/</a></u></b></p>	<p><del>300, and/or 400 level. Courses in creative writing, technical or business writing, or communication are not acceptable;</del></p> <ul style="list-style-type: none"> <li><del>• Bachelor of Arts, Fine Arts, or Science degree, or equivalent, with either a minimum: 1) 30 credits of French, 18 credits of which must be at the 300 level or higher for a teaching concentration; or 2) 42 credits of French, 30 credits of which must be at the 300 level or higher for a teaching major. Both the teaching concentration and the teaching major must include the following coursework: <ul style="list-style-type: none"> <li><del>◦ 6 credits of French literature and textual analysis at the 200 level or higher;</del></li> <li><del>◦ 6 credits of French grammar, vocabulary, composition, and language in context at the 200 level or higher;</del></li> <li><del>◦ 6 credits of French oral expression excluding FREN 105;</del></li> <li><del>◦ 3 credits of French grammar at the 300 level or higher;</del></li> <li><del>◦ 3 credits of French advanced composition at the 300 level or higher;</del></li> <li><del>◦ 3 credits of French culture or history; and</del></li> </ul> </del></li> <li><del>• Successful completion of the oral and written French language competency test to the level specified for French as a <b>Second Language</b>. For information on the test, or to schedule a sitting, please contact <b><u>Dr. Karen Ragoonaden, Faculty of Education.</u></b></del></li> </ul>
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[undergrad/STEP/stepspecialties/STEPfrench/fr-test.html](http://undergrad/STEP/stepspecialties/STEPfrench/fr-test.html)].

~~[11716] Program of Study for STEP  
French Education Specialty~~

<del>Summer Session (July– August) Term 2</del>	<del>Credits</del>
<del>EDUC 447 The Adolescent in the Classroom</del>	<del>3</del>
<del>EDUC 450 Policy and Organization: The School, Community, and Society</del>	<del>3</del>
<del>EDUC 453 Information Communication Technology for Secondary Teachers</del>	<del>3</del>
<del>EDUC 456 Special Needs in Secondary Education</del>	<del>3</del>
<del>Winter Session Term 1</del>	
<del>EDUC 405 Concept Studies Module I: The Culture of Education</del>	<del>8</del>
<del>EDUC 427 Learning Communities Seminar: Secondary Education</del>	<del>3</del>
<del>EDUC 432 Assessment for Learning in the Secondary Classroom</del>	<del>3</del>
<del>EDUC 488 Curriculum and Instruction: French Immersion</del>	<del>3</del>
<del>EDUC 491 Curriculum and Instruction: French as a Second Language</del>	<del>3</del>
<del>Winter Session Term 2</del>	
<del>EDUC 426 Practicum Classroom Instruction</del>	<del>3</del>
<del>EDUC 428 Learning Communities Practicum: Secondary Education</del>	<del>15</del>
<del>EDUC 459 ESL in Secondary Education</del>	<del>3</del>



<p><b>[14883] Humanities Education Specialty (Academic Preparation in English <u>or</u> Social Studies)</b></p> <p><u>Note: to enhance employment opportunities, it is strongly recommended that applicants to the STEP Humanities Education specialty have academic preparation in two teachable subjects.</u></p> <p><b>[14884] Admission Requirements</b></p> <p><b>[14885]</b></p> <p><u>Applicants must have completed a four-year 120-credit bachelor's degree (or equivalent).</u></p> <p><u>Pre-admission studies must include the following:</u></p> <ul style="list-style-type: none"> <li>• <u>6 credits must include both English literature and composition; and</u></li> <li>• <u>24 credits of academic coursework in the teachable subject of either English or Social Studies.</u></li> </ul> <p><u>Note: the following academic coursework is required if the teachable subject is Social Studies:</u></p> <ul style="list-style-type: none"> <li>• <u>3 credits of Canadian Studies;</u></li> <li>• <u>3 credits of Geography;</u></li> <li>• <u>3 credits of History; and</u></li> </ul>	<p><del>Summer Session (May-June) Term 1</del></p> <p><del>EDUC 430 Guided Reflective Inquiry Project (four weeks) 4</del></p> <p><del>INDG 405 Indigenous Education: History and Revitalization 3</del></p> <p style="text-align: right;"><del>Total 60</del></p> <p><b>[14883] Humanities Education Specialty (Academic Preparation in BOTH English AND Social Studies Required)</b></p> <p><b>[14884] Admission Requirements</b></p> <p><b>[14885]</b></p> <ul style="list-style-type: none"> <li>• <del>Cumulative average: 65% or greater in the last 30 credits of post-secondary coursework passed, failed, and/or repeated;</del></li> <li>• <del>English Requirements: 6 credits of approved English with an average of 65% or greater. A minimum 3 credits must be English literature. The 6 credits of approved English literature and composition may be satisfied with coursework at the 100, 200, 300, and/or 400 level. Courses in creative writing, technical or business writing, or communication are not acceptable;</del></li> <li>• <del>A four-year (120 credits) Bachelor of Arts degree (or equivalent) which includes academic preparation in the two</del></li> </ul>
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<ul style="list-style-type: none"> <li>• <u>15 credits of academic coursework in one or a combination of the following disciplines: Anthropology, Economics, Political Science, Sociology, History, and/or Geography. Coursework relating to the disciplines above in the areas of Canadian Studies, Cultural Studies, Asian Studies, Gender and Women's Studies, Indigenous Studies, Religious Studies (of a non-doctrinal nature), Classical Studies, Urban Studies, or Environmental Sciences may be considered provided an examination of the course descriptions reveals such a relationship.</u></li> </ul>	<p><del>subject areas of English AND social studies as either a teaching major and a teaching concentration, or two teaching concentrations.</del></p> <p><del>[14886] Teaching Major and/or Teaching Concentration Requirements</del></p> <p><del>[14887] A teaching major requires a total of 42 credits of coursework, 30 credits of which must be at the 300 level or higher. A teaching concentration requires a total of 30 credits of coursework, 18 of which must be at the 300 level or higher.</del></p> <p><del>[14888] English: Requirements for a Teaching Major or Teaching Concentration</del></p> <p><del>[14889]</del></p> <ul style="list-style-type: none"> <li><del>• 3 credits of Canadian literature at the 200 level or higher;</del></li> <li><del>• 3 credits of creative writing (at any level);</del></li> <li><del>• 3 credits of advanced composition at the 200 level or higher;</del></li> <li><del>• 6 credits of coursework focusing on the pre-1800 period (up to and including the Neo-Classical period) for a teaching major and 3 credits of coursework focusing on the pre-1800 period for a teaching concentration;</del></li> <li><del>• 6 credits of coursework focusing on the post-1800 period (from the Romantic period to the present) for a teaching major and 3 credits of coursework focusing on the post-1800 period for a teaching concentration;</del></li> <li><del>• 42 credits of English, 30 credits of which must be at the 300 level or higher for a teaching major;</del></li> </ul>
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- ~~30 credits of English, 18 credits of which must be at the 300 level or higher for a teaching concentration.~~

~~[14890] Social Studies: Requirements for Geography or History as a Teaching Major or Teaching Concentration~~

~~[14891]~~

- ~~The Geography major or concentration must include a minimum 3 credits of coursework (at any level) in each of the following three areas: physical geography, cultural geography, and environmental studies;~~
- ~~The History major or concentration must include a minimum 3 credits of coursework (at any level) in each of the following three areas: Canadian history, European history and history of any region other than Canada or Europe;~~
- ~~6 credits of Geography (at any level);~~
- ~~6 credits of History (at any level);~~
- ~~6 credits of approved Canadian studies<sup>1</sup> (at any level);~~
- ~~6 credits of social science(s)<sup>2</sup> (at any level);~~
- ~~42 credits of Geography or History, 30 credits of which must be at the 300 level or higher for a teaching major;~~
- ~~30 credits of History or Geography, 18 credits of which must be at the 300 level or higher for a teaching concentration.~~

~~[14892] Social Studies: Requirements for Social Science as a Teaching Concentration Only~~



	<p><del>[14893] A teaching concentration in social science(s) may be selected from one of the following subjects: Anthropology, Economics, Political Science, or Sociology.</del></p> <p><del>[14894]</del></p> <ul style="list-style-type: none"> <li><del>• 6 credits of approved Canadian studies<sup>1</sup> (at any level);</del></li> <li><del>• 3 credits in each of Geography and History (at any level);</del></li> <li><del>• 6 credits of social science(s)<sup>2</sup> (at any level);</del></li> <li><del>• 30 credits of coursework in a single social science, 18 credits of which must be at the 300 level or higher for a teaching concentration.</del></li> </ul> <p><del>[14895]<sup>1</sup>The Teacher Regulation Branch defines its Canadian content requirements as follows: "The focus of a Canadian studies course must be on understanding the Canadian experience. The Canadian content must be central to the conceptual thesis of the course rather than existing only as exemplar supporting concepts of another academic discipline".</del></p> <p><del>[14896]<sup>2</sup>Acceptable social sciences are: Anthropology, Economics (not business studies), Political Science, Sociology, Gender and Women's Studies, and/or First Nations/Indigenous Studies.</del></p> <p><del>Program of Study for STEP Humanities Specialty</del></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;"><del>Summer Session (July-August) Term 2</del></th> <th style="text-align: right;"><del>Credits</del></th> </tr> </thead> <tbody> <tr> <td><del>EDUC 447 The Adolescent in the Classroom</del></td> <td style="text-align: right;"><del>3</del></td> </tr> <tr> <td><del>EDUC 450 Policy and</del></td> <td style="text-align: right;"><del>3</del></td> </tr> </tbody> </table>	<del>Summer Session (July-August) Term 2</del>	<del>Credits</del>	<del>EDUC 447 The Adolescent in the Classroom</del>	<del>3</del>	<del>EDUC 450 Policy and</del>	<del>3</del>
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	<del>Organization: School, Community, and Society</del>	
	<del>EDUC 453 Information Communication Technology for Secondary Teachers</del>	<del>3</del>
	<del>EDUC 456 Special Needs in Secondary Education</del>	<del>3</del>
	<del>Winter Session Term 1</del>	
	<del>EDUC 405 Concept Studies Module I: Culture of Education</del>	<del>8</del>
	<del>EDUC 427 Learning Communities Seminar: Secondary Education</del>	<del>3</del>
	<del>EDUC 432 Assessment for Learning in the Secondary Classroom</del>	<del>3</del>
	<del>EDUC 495 Curriculum and Instruction, Humanities: English</del>	<del>3</del>
	<del>EDUC 496 Curriculum and Instruction, Humanities: Social Studies</del>	<del>3</del>
	<del>Winter Session Term 2</del>	
	<del>EDUC 426 Practicum Classroom Instruction</del>	<del>3</del>
	<del>EDUC 428 Learning Communities Practicum: Secondary Education</del>	<del>15</del>
	<del>EDUC 459 ESL in Secondary Education</del>	<del>3</del>
	<del>Summer Session (May-June) Term 1</del>	
	<del>EDUC 430 Guided Reflective Inquiry Project (four weeks)</del>	<del>4</del>
	<del>INDG 405 Indigenous Education: History and Revitalization</del>	<del>3</del>
	<del>Total</del>	<del>60</del>



**[11726] Math/Science Education Specialty (Academic Preparation in Math or Science)**

**[11727] Admission Requirements**

**[14452] Note:** to enhance employment opportunities, it is strongly recommended that applicants to the STEP Math/Science Education specialty have academic preparation in two teachable subjects.

**[11728]**

**Applicants must have completed a four-year 120-credit bachelor's degree (or equivalent).**

**Pre-admission studies must include the following:**

- **6 credits must include both English literature and composition; and**
- **24 credits of academic coursework in the teachable subject of either Math or Science (i.e., Biology, Earth Science, Chemistry, or Physics).**

**[11726] ~~Math-Science~~ Education Specialty**

**[11727] Admission Requirements**

**[14452] Note:** to enhance employment opportunities, it is strongly recommended that applicants to the STEP ~~Math-Science~~ Education specialty have academic preparation in two teachable subjects.

**[11728]**

- ~~Cumulative average: 65% or greater in the last 30 credits of post-secondary coursework passed, failed, and/or repeated;~~
- ~~English requirements: 6 credits of approved English with an average of 65% or greater. A minimum 3 credits must be in English literature. The 6 credits of approved English literature and composition may be satisfied with coursework at the 100, 200, 300, and/or 400 level. Courses in creative writing, technical or business writing, or communication are not acceptable;~~
- ~~A B.Sc. degree, which includes academic preparation in two teaching concentrations or one teaching major. A Math Major in a Bachelor of Arts degree is also acceptable. A teaching concentration consists of 18 credits of upper-level courses (300 level or higher). A teaching major consists of 30 credits of upper-level courses (300 level or higher).~~

**[11729] ~~Math~~ Concentration Requirements**



~~The Math teaching concentration requires 30 credits of Mathematics (at least 18 credits of these must be at the 300 level or higher). To ensure a breadth of knowledge in math, students must complete at least one course in three of four areas: algebra, probability and statistics, geometry, and number theory.~~

**[11731] Math Major Requirements**

~~The Math Major requires an additional 12 credits of upper-level mathematics (300 level or higher).~~

**[11733] Science Concentration Requirements**

~~Areas include biological science, chemistry, earth science, and physics. The Science concentration requires 6 credits of introductory or survey coursework in each of biology, chemistry, mathematics, and physics; an additional 6-12 credits of introductory or survey courses; and 18 credits of upper-level courses (300 level or higher) in the selected science. The set of courses for each selected science must include both lecture and laboratory studies.~~

**[11735] Biological Sciences**

~~Preference will be given to applicants who have completed courses covering all of the following areas: ecology, genetics, vertebrate physiology, invertebrate or vertebrate zoology, non-vascular or vascular plant biology, and microbiology. Students must complete these courses at the 200, 300, or 400 level. No introductory biology courses will be accepted as satisfying any of these courses.~~

**[11739] Earth Science**

~~Preference will be given to applicants who have completed courses in geology, physical geography and freshwater~~



	<p><del>science, oceanography, or watershed management.</del></p> <p><del>[11737] Chemistry</del> <del>Preference will be given to applicants who have completed courses covering all of the following areas: organic, inorganic, physical, and analytical chemistry.</del></p> <p><del>[11741] Physics</del> <del>Preference will be given to applicants who have completed courses in all of the following areas: mechanics, electricity and magnetism, optics or acoustics, quantum mechanics, and atomic or nuclear physics.</del></p> <p><del>[11743] General Science</del> <del>Preference will be given to general science students (or students in fields other than those listed above) who have completed 18 credits of upper-level courses (300 level or higher) in one subject area as listed above, at least 6 credits in a second area, and at least 6 credits in a third area as listed above (300 level or higher).</del></p> <p><del>[11745] Science Major Requirements</del> <del>Applicants must have completed concentration requirements and an additional 12 upper-level credits (300 level or higher) of courses in the selected science (biological sciences, chemistry, earth science, or physics).</del></p> <p><del>Program of Study for STEP Math-Science Education Specialty</del></p> <table border="0"> <thead> <tr> <th style="text-align: center;"><del>Summer Session (July–August) Term 2</del></th> <th style="text-align: center;"><del>Credits</del></th> </tr> </thead> <tbody> <tr> <td><del>EDUC 447 The Adolescent in the Classroom</del></td> <td style="text-align: center;"><del>3</del></td> </tr> <tr> <td><del>EDUC 450 Policy and</del></td> <td style="text-align: center;"><del>3</del></td> </tr> </tbody> </table>	<del>Summer Session (July–August) Term 2</del>	<del>Credits</del>	<del>EDUC 447 The Adolescent in the Classroom</del>	<del>3</del>	<del>EDUC 450 Policy and</del>	<del>3</del>
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	<del>Organization: The School, Community, and Society</del>	
	<del>EDUC 453 Information Communication Technology for Secondary Teachers</del>	<del>3</del>
	<del>EDUC 456 Special Needs in Secondary Education</del>	<del>3</del>
	<del>Winter Session Term 1</del>	
	<del>EDUC 405 Concept Studies Module I: The Culture of Education</del>	<del>8</del>
	<del>EDUC 427 Learning Communities Seminar: Secondary Education</del>	<del>3</del>
	<del>EDUC 432 Assessment for Learning in the Secondary Classroom</del>	<del>3</del>
	<del>EDUC 480 Curriculum and Instruction: Secondary Mathematics</del>	<del>3</del>
	<del>EDUC 482 Curriculum and Instruction: Secondary Science</del>	<del>3</del>
	<del>Winter Session Term 2</del>	
	<del>EDUC 426 Practicum Classroom Instruction</del>	<del>3</del>
	<del>EDUC 428 Learning Communities Practicum: Secondary Education</del>	<del>15</del>
	<del>EDUC 459 ESL in Secondary Education</del>	<del>3</del>
	<del>Summer Session (May-June) Term 1</del>	
	<del>EDUC 430 Guided Reflective Inquiry Project (four weeks)</del>	<del>4</del>
	<del>INDG 405 Indigenous Education: History and Revitalization</del>	<del>3</del>
	<del>Total</del>	<del>60</del>



### [11759] Middle School Education Specialty

#### [11760] Admission Requirements

#### [11761]

Applicants must have completed a four-year 120-credit bachelor's degree (or equivalent).

Pre-admission studies must include the following:

- 3 credits of Canadian Studies;
- 6 credits must include both English literature and composition;
- 3 credits of Mathematics;
- 3 credits of Sciences; and
- 24 credits of academic coursework in one of the following teachable subject areas: Art, Biology, Chemistry, Computer Science, Drama, Earth Science, English, French, General Science, Geography, History, Mathematics, Music, Physics, Social Studies, Special Education, or Technology (Industrial) Education.

Note: the following academic coursework is required if the teachable subject is Social Studies:

- 3 credits of Geography;

### [11759] Middle School Education Specialty

~~[14446] Applicants to the STEP Middle School Education specialty are required to have academic preparation in two teachable subjects or one teachable major plus 6 credits of approved Canadian Studies, 3 credits of approved lab science, and 3 credits of approved Mathematics.~~

#### [11760] Admission Requirements

#### [11761]

- ~~Cumulative average: 65% or greater in the last 30 credits of post-secondary coursework passed, failed, and/or repeated;~~
- ~~English requirements: 6 credits of approved English with an average of 65% or greater. A minimum 3 credits must be English literature. The 6 credits of approved English literature and composition may be satisfied with coursework at the 100, 200, 300, and/or 400 level. Courses in creative writing, technical or business writing, or communication are not acceptable;~~
- ~~A four-year (120 credits) Bachelor of Arts, Science, or Fine Arts degree (or equivalent) which includes academic preparation in either a teaching major and a teaching concentration, two teaching concentrations, or a teaching major plus 6 credits of approved Canadian studies, 3 credits of approved lab science, and 3 credits of approved mathematics as specified in~~





- 3 credits of History; and
- 18 credits of academic coursework in one or a combination of the following disciplines: Anthropology, Economics, Political Science, Sociology, History, and/or Geography. Coursework relating to the disciplines above in the areas of Canadian Studies, Cultural Studies, Asian Studies, Gender and Women's Studies, Indigenous Studies, Religious Studies (of a non-doctrinal nature), Classical Studies, Urban Studies, or Environmental Sciences may be considered provided an examination of the course descriptions reveals such a relationship.

Note: the following academic coursework is required if the teachable subject is Art, Drama, or Music:

- 6 credits of non-studio (theory) courses.

**Options 1, 2, or 3 below.**

~~[13545] Teachable subjects acceptable for admission to the STEP Middle School Education specialty are: art/visual arts, biology, chemistry, computer studies/computer science, earth/geological sciences, English, geography, history, mathematics, physics, and social studies.~~

~~[14903] It is strongly recommended that applicants completing requirements for a teaching major or concentration in English include a course in Shakespeare.~~

~~[14447]~~

- ~~Option 1: Requirements for a Teaching Major and Teaching Concentration~~
- ~~The teaching major requires 30 credits of coursework at the 300 level or higher. The teaching concentration requires 9 credits of coursework at the 200 level and 9 credits of coursework at the 300 level or higher. The 200-level coursework will qualify for the concentration only if 6 credits of introductory coursework in the subject (typically at the 100 level) have been completed.~~

~~[14904]~~

- ~~Option 2: Requirements for Two Teaching Concentrations~~
- ~~The two teaching concentrations may be satisfied with one concentration of 18 credits of coursework at the 300 level or higher, and one concentration with 9 credits of coursework at the 200 level and 9 credits of coursework at the 300 level or~~



~~higher. Or, two teaching concentrations of 18 credits each in coursework at the 300 level or higher. The 200-level coursework will qualify for the concentration only if 6 credits of introductory coursework in the subject (typically at the 100 level) have been completed.~~

**[14905]**

- ~~Option 3: Requirements for a Teaching Major plus 6 credits of approved Canadian studies, 3 credits of approved lab science, and 3 credits of approved mathematics~~
- ~~The teaching major requires 30 credits of coursework at the 300 level or higher;~~
- ~~Canadian studies: 6 credits that have significant Canadian content. Note: the Teacher Regulation Branch (TRB) defines its Canadian content requirements as the following: "The focus of a Canadian studies course must be on understanding the Canadian experience. The Canadian content must be central to the conceptual thesis of the course rather than existing only as exemplar supporting concepts of another academic discipline";~~
- ~~Lab Science: at least 3 (preferably 6) credits in a laboratory science completed no more than 10 years prior to entering the program. Note: lab science courses are normally selected from the life sciences, chemistry, physical geography, earth and environmental sciences, earth and ocean science, geology, astronomy, or physics. A~~



	<p><del>3-credit lab science is typically scheduled for three hours of lecture and two or three hours of labs per week. Courses in human anatomy, physiology, or computer science are not acceptable lab science courses;</del></p> <ul style="list-style-type: none"> <li><del>• Mathematics: at least 3 (preferably 6) credits of approved mathematics courses completed no more than 10 years prior to entering the program. Note: business math, finance math, or statistics courses are not acceptable.</del></li> </ul> <p><del>[14906] Geography, History, or Social Studies with a Social Science focus as a Teachable Major or a Teaching Concentration</del></p> <p><del>[14730] Prospective students to the STEP Middle School specialty may apply with a teaching major or concentration in only one of History, Geography, or social studies with a social science focus. The other teachable subject must be selected from: art/visual arts, biology, chemistry, computer studies/computer science, earth/geological sciences, English, mathematics, or physics.</del></p> <p><del>[14908] Social Studies: Requirements for Geography or History as a Teaching Major or Teaching Concentration</del></p> <p><del>[14909]</del></p> <ul style="list-style-type: none"> <li><del>• A teaching major in Geography or History requires completion of 6 credits of approved Canadian studies<sup>†</sup>, which may be included in the minimum 30 credits of coursework at the 300 level or higher.</del></li> </ul>
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- ~~A teaching concentration in Geography or History requires completion of 6 credits of approved Canadian studies<sup>†</sup> in addition to a minimum 18 credits of coursework at the 300 level or higher.~~

~~[14910] Social Studies: Requirements for Social Science as a Teaching Major or Concentration~~

~~[14911] A teaching major or concentration in social science(s) may be selected from one or a combination of the following subjects: Anthropology, Economics, Political Science, or Sociology.~~

~~[14912]~~

- ~~A teaching major in social studies with a social science focus requires completion of 6 credits of approved Canadian studies<sup>†</sup> (at any level), 6 credits of Geography (at any level), 6 credits of History (at any level), and 30 credits of coursework at the 300 level or higher. The 6 credits of approved Canadian studies may be included in the minimum 30 credits of coursework at the 300 level or higher.~~
- ~~A teaching concentration in social studies with a social science focus requires completion of 6 credits of approved Canadian studies<sup>†</sup> (at any level), 3 credits of Geography (at any level), and 3 credits of History (at any level), in addition to the coursework required for the concentration.~~

~~[14913] <sup>†</sup>The Teacher Regulation~~



	<p><del>Branch defines its Canadian content requirements as follows: "The focus of a Canadian studies course must be on understanding the Canadian experience. The Canadian content must be central to the conceptual thesis of the course rather than existing only as exemplar supporting concepts of another academic discipline".</del></p> <p><del>Program of Study for STEP Middle School Education Specialty</del></p> <table border="0"> <thead> <tr> <th data-bbox="867 680 1187 751"><del>Summer Session (July– August) Term 2</del></th> <th data-bbox="1256 680 1357 709"><del>Credits</del></th> </tr> </thead> <tbody> <tr> <td data-bbox="829 768 1198 835"><del>EDUC 447 The Adolescent in the Classroom</del></td> <td data-bbox="1235 768 1256 798"><del>3</del></td> </tr> <tr> <td data-bbox="829 856 1187 961"><del>EDUC 450 Policy and Organization: The School, Community, and Society</del></td> <td data-bbox="1235 856 1256 886"><del>3</del></td> </tr> <tr> <td data-bbox="829 982 1211 1087"><del>EDUC 453 Information Communication Technology for Secondary Teachers</del></td> <td data-bbox="1235 982 1256 1012"><del>3</del></td> </tr> <tr> <td data-bbox="829 1108 1211 1171"><del>EDUC 456 Special Needs in Secondary Education</del></td> <td data-bbox="1235 1108 1256 1138"><del>3</del></td> </tr> <tr> <th data-bbox="943 1192 1256 1222"><del>Winter Session Term 1</del></th> <td></td> </tr> <tr> <td data-bbox="829 1243 1203 1348"><del>EDUC 405 Concept Studies Module I: The Culture of Education</del></td> <td data-bbox="1235 1243 1256 1272"><del>8</del></td> </tr> <tr> <td data-bbox="829 1369 1143 1474"><del>EDUC 427 Learning Communities Seminar: Secondary Education</del></td> <td data-bbox="1235 1369 1256 1398"><del>3</del></td> </tr> <tr> <td data-bbox="829 1495 1192 1600"><del>EDUC 432 Assessment for Learning in the Secondary Classroom</del></td> <td data-bbox="1235 1495 1256 1524"><del>3</del></td> </tr> <tr> <td data-bbox="829 1621 1203 1759"><del>EDUC 493 Curriculum and Instruction: Middle School Education, Philosophy, Structure, and Methods</del></td> <td data-bbox="1235 1621 1256 1650"><del>3</del></td> </tr> <tr> <td data-bbox="829 1780 1203 1885"><del>EDUC 494 Curriculum and Instruction: Middle School Education, Integrated</del></td> <td data-bbox="1235 1780 1256 1810"><del>3</del></td> </tr> </tbody> </table>	<del>Summer Session (July– August) Term 2</del>	<del>Credits</del>	<del>EDUC 447 The Adolescent in the Classroom</del>	<del>3</del>	<del>EDUC 450 Policy and Organization: The School, Community, and Society</del>	<del>3</del>	<del>EDUC 453 Information Communication Technology for Secondary Teachers</del>	<del>3</del>	<del>EDUC 456 Special Needs in Secondary Education</del>	<del>3</del>	<del>Winter Session Term 1</del>		<del>EDUC 405 Concept Studies Module I: The Culture of Education</del>	<del>8</del>	<del>EDUC 427 Learning Communities Seminar: Secondary Education</del>	<del>3</del>	<del>EDUC 432 Assessment for Learning in the Secondary Classroom</del>	<del>3</del>	<del>EDUC 493 Curriculum and Instruction: Middle School Education, Philosophy, Structure, and Methods</del>	<del>3</del>	<del>EDUC 494 Curriculum and Instruction: Middle School Education, Integrated</del>	<del>3</del>
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<p><b>[11773] Trades Technology Education Specialty</b></p> <p><b>[11774]</b> This specialty prepares students to teach automotive technology, carpentry and joinery, drafting and design, electronics, industrial design, and metalwork trades at the middle and secondary school level.</p> <p><b>[11775] Admission Requirements</b></p> <p><b>[11776]</b></p> <p><u>Applicants must have completed a two-year Technology Teacher Education Diploma (TTED) at the British Columbia Institute of Technology (BCIT), a two-year Trades Technology Teacher Education (TTTE) diploma at Okanagan College (OC), or an equivalent diploma from another institution.</u></p>	<p><b>Methods</b></p> <p><del>Winter Session Term 2</del></p> <p><del>EDUC 426 Practicum 3</del> <del>Classroom Instruction</del></p> <p><del>EDUC 428 Learning 15</del> <del>Communities Practicum: Secondary Education</del></p> <p><del>EDUC 459 ESL in 3</del> <del>Secondary Education</del></p> <p><del>Summer Session (May-June) Term 1</del></p> <p><del>EDUC 430 Guided 4</del> <del>Reflective Inquiry Project (four weeks)</del></p> <p><del>INDG 405 Indigenous 3</del> <del>Education: History and Revitalization</del></p> <p><del>Total 60</del></p> <p><b>[11773] Trades and Technology Education Specialty</b></p> <p><b>[11774]</b> This specialty prepares students to teach automotive technology, carpentry and joinery, drafting and design, electronics, industrial design, and metalwork trades at the middle and secondary school level.</p> <p><b>[11775] Admission Requirements</b></p> <p><b>[11776]</b></p> <ul style="list-style-type: none"> <li><del>Cumulative average: a cumulative average of at least 65% based on completion of 66 UBC Okanagan campus-equivalent credits in either the BCIT Technology Teacher Education Diploma (BCIT-TTED), the Okanagan College Trades Technology Teacher</del></li> </ul>
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Pre-admission studies must include the following:

- 6 credits must include both English literature and composition; and
- 24 credits of university-transferable Arts and/or Science coursework for BCIT TTED graduates, or 30 credits of university-transferable Arts and/or Science coursework for OC TTTE diploma graduates.

Note: students who have completed the two-year BCIT TTED but who have not completed the 24 credits of Arts and/or Science coursework, and students who have completed the two-year OC TTTE diploma but who have not completed the 30 credits of Arts and/or Science coursework may be considered for admission. In such cases, students will not be recommended for the conferral of the B.Ed. degree upon the successful completion of the Secondary Teacher Education Program (STEP), but will be recommended to the Teacher Regulation Branch (TRB) for a Conditional Teaching Certificate. To be eligible for a B.Ed. degree, students must complete the remaining required coursework.

~~Education Diploma (OC-TTTE), or equivalent acceptable in content to the Faculty of Education;~~

- ~~Completion of 66 UBC Okanagan campus equivalent credits in the two-year BCIT TTED, two-year OC TTTE, or equivalent acceptable in content to the Faculty of Education;~~
- ~~English requirement: 6 credits of approved English with an average of 65% or greater. A minimum 3 credits must be in English literature. The 6 credits of approved English literature and composition may be satisfied with coursework at the 100, 200, 300, and/or 400 level. Courses in creative writing, technical or business writing, or communication are not acceptable;~~
- ~~24 credits of university-transferable Arts and/or Science coursework for two-year BCIT-TTTE graduates;~~
- ~~30 credits of university-transferable Arts and/or Science coursework for two-year OC-TTTE graduates.~~

[14177] ~~The Faculty strongly recommends that all applicants complete the university transferable Arts and/or Science coursework prior to applying for admission to the UBC Okanagan campus STEP Trades Technology Education specialty.~~

[14178] ~~However, students who have completed the two-year BCIT-TTTE but who have not completed the 24 credits of Arts/Science coursework, or students who have completed the two-year OC-TTTE but who have not completed the~~



~~30 credits of Arts and/or Science coursework may also be considered for admission to the UBC Okanagan campus STEP Trades Technology Education specialty.~~

~~[14175] Students who are admitted to the STEP Trades Technology Education specialty without completion of the 24 or 30 credits of Arts and/or Science coursework will not be recommended for conferral of the B.Ed. degree upon successful completion of the STEP, but will be recommended to the Teacher Regulation Branch (TRB) for a Conditional Teaching Certificate.~~

~~[14176] To be eligible for the B.Ed. degree, students who completed the BCIT TTED must complete 24 credits of university transferable Arts/Science coursework; students who completed the OC TTED must complete 30 credits of university transferable Arts/Science coursework.~~

**Type of Action:** Revise admission requirements to the Secondary Teacher Education Program (STEP) to align with current Teacher Regulation Branch (TRB) requirements.

**Rationale:** Our current admission requirements developed several years ago followed the TRB guidelines at that time. Over the years, the nine provincial educational institutions developed different requirements and the Faculties that prepared applicants also changed their programs. This situation meant that applicants needed to navigate a disparate set of requirements to find those that matched the courses they had taken in their undergraduate degrees. Frequently students who had strong academic grades were unable to apply to our program. This was



**a place of mind**

THE UNIVERSITY OF BRITISH COLUMBIA

particularly so in the Humanities and as a result we had fewer applications in this area than is normal in any other institution. Even our own students at UBC Okanagan had difficulty meeting our requirements because they were outdated and overly specific.

In 2008, as part of the Trade, Investment and Labour Mobility Agreement between British Columbia and Alberta, the province changed the admission and program requirements to streamline the mobility of teachers across these two provinces. Then in 2010, British Columbia included teacher education in the Canadian Agreement on Internal Trade resulting in additional changes to the admission and program requirements.

Our proposed changes to admission requirements will align us with these changes to the program requirements and enable us to attract strong academic students from across the country. It will also enable us to consider alternate pathways to education, for example, the creation of dual degrees with other Faculties on our campus. The decision on which of the 24 credits in each discipline at the secondary level that are appropriate will be determined by how the major is structured in the undergraduate degree.

We believe these changes will enable us to select our teacher candidates from a larger applicant pool.

*Note: this proposal is one part of a multi-phased Academic Calendar reorganization of the Faculty of Education entries.*



## Curriculum Proposal Form New/Change to Course/Program – Okanagan Campus

### Category: 2

<p><b>Faculty/School:</b> Arts &amp; Sciences, UBCO  <b>Department/Unit:</b> Biology/2  <b>Faculty/School Approval Date:</b> August 13, 2013  <b>Effective Session:</b> W2013 - ASAP</p>	<p><b>Date:</b> 26 March 2013  <b>Contact Person:</b> Ian Walker  <b>Phone:</b> 250.807.9559  <b>Email:</b> ian.walker@ubc.ca</p>
<p><b>Proposed Academic Calendar Entry:</b></p> <p><b>Admission Requirements</b></p> <p><b>[14188] Master of Science (M.Sc.)</b></p> <p><b>[14189]</b> The Biology M.Sc. program is governed by the general graduate guidelines of the College of Graduate Studies' policies and procedures, including its standards for admission of students. Applicants to the M.Sc. program are expected to have a B.Sc. in Biology or a related field, with a B+ (76%) average or higher in their third- and fourth-year classes or at least 12 credits in third- and fourth-year classes in their intended field of study with an A- (80%) or higher average. Their background training must be sufficient for advanced work in their chosen field. For non-native speakers of English, minimum acceptable TOEFL scores are 570 (paper) and 86 (Internet).</p> <p><b><u>No applicant will be admitted to the program until a member of the Biology Department faculty has agreed to supervise the thesis research; thus, applicants are strongly urged to identify</u></b></p>	<p><b>Draft Calendar URL:</b>  <a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,285,1005,1221">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,285,1005,1221</a></p> <p><b>Present Academic Calendar Entry:</b></p> <p><b>Admission Requirements</b></p> <p><b>[14188] Master of Science (M.Sc.)</b></p> <p><b>[14189]</b> The Biology M.Sc. program is governed by the general graduate guidelines of the College of Graduate Studies' policies and procedures, including its standards for admission of students. Applicants to the M.Sc. program are expected to have a B.Sc. in Biology or a related field, with a B+ (76%) average or higher in their third- and fourth-year classes or at least 12 credits in third- and fourth-year classes in their intended field of study with an A- (80%) or higher average. Their background training must be sufficient for advanced work in their chosen field. For non-native speakers of English, minimum acceptable TOEFL scores are 570 (paper) and 86 (Internet).</p>



**and contact a potential research supervisor prior to applying.**

**[14190]** In exceptional cases, applicants who do not meet the requirements stated above but who have had significant formal training and relevant professional experience to offset such deficiencies may be granted admission on the recommendation of the Biology Graduate Program Committee and approval of the Dean of the College of Graduate Studies.

**[14182] Doctor of Philosophy (Ph.D.)**

**[14183]** The Biology Ph.D. program is governed by the general graduate guidelines of the UBC Okanagan campus College of Graduate Studies' policies and procedures, including its standards for admission of students. Ph.D. applicants will normally have an M.Sc. in Biology or a related field, with a B+ (76%) average or higher in their M.Sc. coursework and thesis. Their background training must be sufficient for advanced work in their chosen field. For non-native speakers of English, minimum acceptable TOEFL scores are 570 (paper) and 86 (Internet).

**No applicant will be admitted to the program until a member of the Biology Department faculty has agreed to supervise the thesis research; thus, applicants are strongly urged to identify and contact a potential research supervisor prior to applying.**

**[14184]** In exceptional cases, applicants who do not meet the requirements stated above but who have had significant formal training and relevant professional experience to offset such deficiencies may be granted admission on the recommendation of the Biology Graduate Program Committee and approval of the

**[14190]** In exceptional cases, applicants who do not meet the requirements stated above but who have had significant formal training and relevant professional experience to offset such deficiencies may be granted admission on the recommendation of the Biology graduate program committee and approval of the Dean of the College of Graduate Studies.

**[14182] Doctor of Philosophy (Ph.D.)**

**[14183]** The Biology Ph.D. program is governed by the general graduate guidelines of the UBC Okanagan campus College of Graduate Studies' policies and procedures, including its standards for admission of students. Ph.D. applicants will normally have an M.Sc. in Biology or a related field, with a B+ (76%) average or higher in their M.Sc. coursework and thesis. Their background training must be sufficient for advanced work in their chosen field. For non-native speakers of English, minimum acceptable TOEFL scores are 570 (paper) and 86 (Internet).

**[14184]** In exceptional cases, applicants who do not meet the requirements stated above but who have had significant formal training and relevant professional experience to offset such deficiencies may be granted admission on the recommendation of the Biology graduate



<p>Dean of the College of Graduate Studies.</p>	<p>program committee and approval of the Dean of the College of Graduate Studies.</p> <p><b>Type of Action:</b> Revise admission requirements</p> <p><b>Rationale:</b> The information in the calendar is incomplete. Students cannot realistically enter the program without agreement of a thesis supervisor</p>
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## College of Graduate Studies Program and Curriculum Committee

Originating Faculty: I.K. Barber School of Arts & Sciences – Unit 2 Biology

Proposed effective date (e.g. September 2007): 2013 W

**Program Change:**

Category 1

Category 2

Brief description of Curriculum Change:

Type of Action: Revise admission requirements to highlight that students cannot enter the program without agreement of a thesis supervisor.

**Committee action:**

Recommended for Senate Approval

Recommended for Senate Approval with revisions

Not recommended

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

[Empty box for comments]

Miriam Grant  
Chair, G.S. Curriculum Committee

Miriam Grant, PhD  
Print Name

2013-09-18  
Date



## Admissions Proposal Form – Okanagan Campus

<p><b>Faculty:</b> Management  <b>Department/Unit:</b> N/A  <b>Faculty Approval Date:</b> November 8, 2013  <b>Effective Session:</b> 2014W admissions cycle (to be included in the Academic Calendar for the purpose of advising prospective students)</p>	<p><b>Date:</b> November, 2013  <b>Contact Person:</b> Dr. John Burton  <b>Phone:</b> 250.807.9641  <b>Email:</b> <a href="mailto:john.burton@ubc.ca">john.burton@ubc.ca</a></p>
<p><b>Proposed Academic Calendar Entry:</b>  <a href="#">Homepage (draft) Faculties, Schools, and Colleges Faculty of Management Master of Management Program</a>  Program Overview</p> <p><b>Program Overview</b></p> <p><b>Note:</b> <u>In order to complete a thorough curriculum review, this program will not accept applications for 2014/15. Applications will reopen in Fall 2014 for 2015/16. For more information please contact Faculty of Management</u> [link to <a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,287,846,0">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,287,846,0</a>].</p> <p><b>[16111]</b> Degree offered: M.M.</p> <p><b>[16112]</b> The Master of Management (M.M.) offered by the Faculty of Management provides a general foundation in business and management to individuals with bachelor's degrees in non-business disciplines. The M.M. program is designed to build upon a non-business undergraduate education to increase career options and accelerate advancement opportunities.</p>	<p><b>Draft Academic Calendar URL:</b></p> <p><b>Present Academic Calendar Entry:</b>  <a href="#">Homepage (draft) Faculties, Schools, and Colleges Faculty of Management Master of Management Program</a>  Program Overview</p> <p><b>Program Overview</b></p> <p><b>Note:</b> <del>In order to complete a curriculum review, this program will not accept applications for 2013/14. Applications will reopen in Fall 2013 for 2014/15. For more information please contact Faculty of Management</del> [URL link to <a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,287,846,0">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,287,846,0</a>].</p> <p><b>[16111]</b> Degree offered: M.M.</p> <p><b>[16112]</b> The Master of Management (M.M.) offered by the Faculty of Management provides a general foundation in business and management to individuals with bachelor's degrees in non-business disciplines. The M.M. program is designed to build upon a non-business undergraduate education to increase career options and accelerate advancement opportunities.</p>



	<p><b>Type of Action:</b> Extend the suspension of admissions to the Master of Management (M.M.) program for one additional admissions cycle, through the 2014 Winter Session. The program is currently undergoing a thorough and consultative curriculum review and has found that more time is required to present a revised program to Senate. The program intends to resume accepting applications in the Fall of 2014 for the 2015/16 academic year (for admission to the program in September 2015).</p> <p><b>Rationale:</b> See enclosed rationale.</p> <p>The following Academic Calendar entries will include the same note:</p> <p><a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,287,1042,1299">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,287,1042,1299</a></p> <p><a href="#">Homepage (draft) Faculties, Schools, and Colleges Faculty of Management Master of Management Program</a> Admission Requirements</p> <p><b>Admission Requirements</b></p> <p>[...]</p> <p><a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,287,1042,1300">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,287,1042,1300</a></p> <p><a href="#">Homepage (draft) Faculties, Schools, and Colleges Faculty of Management Master of Management Program</a> Degree Requirements</p> <p><b>Degree Requirements</b></p> <p>[...]</p>
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## **RATIONALE FOR CONTINUING THE SUSPENSION OF ADMISSIONS TO THE MASTER OF MANAGEMENT (MM) PROGRAM FOR THE 2014W SESSION**

- On the 27 of February, 2013 Senate suspended admissions to the Master of Management program for the 2013W session. The Faculty of Management requested the suspension to allow time for a full review of the program to be undertaken, and for a redesigned program and curriculum to be developed.
- The intention was to return to Senate for approval of the new curriculum in October 2013. It was felt that any later date would likely leave insufficient time for developing and implementing new methods of recruiting and attracting students best suited to this type of program.
- The Faculty of Management has carried out extensive consultations; with graduates of the existing program, with faculty across the Okanagan campus, with experienced business advisors in the community, with First Nations, with other institutions offering graduate management programs and with a variety of individuals. Considerable research into other programs has also been carried out.
- The Faculty of Management presented a revised curriculum to both the Curriculum and the Admissions and Awards Committees of Senate in September and October 2013. Both Committees offered helpful feedback and suggestions for both the curriculum and requirements for admission. The Curriculum Committee felt that the academic regulations for the program needed revision before the Committee could recommend the program for Senate approval.
- The Faculty of Management is drafting academic regulations intended to meet the concerns expressed by the Curriculum Committee. The draft regulations will be submitted to Faculty Council for approval at its next meeting, or early in the new year and then circulated for campus wide consultation as recommended by the Senate Curriculum Committee.
- Extending the suspension of the program will allow sufficient time for the Faculty of Management to draft and circulate the academic regulations then include them in a revised program proposal for submission to Senate early in the new year.
- An extension of the suspension of admissions for one year will allow the time needed for the recruitment and application process that the success of the Master of Management program requires.





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**Office of the Senate**  
University Centre | UNC 322  
3333 University Way  
Kelowna, BC Canada V1V 1V7

Phone 250 807 9619  
Fax 250 807 8007  
[www.senate.ubc.ca/okanagan](http://www.senate.ubc.ca/okanagan)

12 December 2013

**To: Okanagan Senate**

**From: Admissions and Awards Committee**

**Subject: Senate Referral – January Enrolment in Year 3 of the Bachelor of Management Program**

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At its 27 November 2013 meeting, Senate was asked to consider a motion relating to the January enrolment practice for the Bachelor of Management program. Senate declined to add the matter to its agenda and in lieu the matter was referred to the Admissions & Awards Committee, with a request that it review the discontinuation of “off-cycle enrolment” in Year 3 of the program and report back at the next regularly scheduled meeting.

Though the Committee felt that this was not an admissions issue, it considered the matter since it was directed by Senate to do so with the understanding that there is no other Senate committee with a more applicable mandate.

The Committee met on 12 December, 2013, with the student proponents of the matter, along with representatives of the Faculty of Management and reviewed written submissions provided by both parties. The Committee has clarified that the matter is regarding students requesting to be promoted to and accommodated in Year 3 in the Bachelor of Management at the end of the term in which they have completed all Year 2 requirements, as opposed to being promoted at the end of the academic year in which they complete those requirements. This situation generally occurs should a student not attempt or not complete a full Year 1 or 2 program in a Winter Session and is not able to make up any deficiencies in coursework by September.

Following careful review and discussion, the Committee finds that it does not have reason to recommend that the Faculty be required to continue providing such accommodation to students contrary to the normal practice of promotion considerations occurring at the end of the academic year. Further, the Committee notes that if promoted, many of the required Year 3 courses are full, and the Committee would not find it warranted to recommend that Faculty to oversubscribe those courses. Moreover, the Committee accepts the Faculty’s position that the requested accommodation for this year

is contrary to pedagogical reasons onto which the group-based third year cohort arrangements are based.

The Committee recognizes that not all of these situations are due to either student choice or poor academic performance, and would remind the Senate that the University's policies relating to academic concession and appeals are applicable in situations involving medical or other extenuating circumstances. The Committee has been assured that these policies are known to and are being followed by the Faculty.

Respectfully submitted,

Dr. Spiro Yannacopoulos  
Chair, Admissions and Awards Committee



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

Phone 250.807.9619  
Fax 250.807.8007  
[www.senate.ubc.ca](http://www.senate.ubc.ca)

**December 9, 2013**

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

---

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

As such, the following is recommended to Senate:

***Motion: That Senate approve the new course brought forward from the Faculty of Applied Science and the new and revised courses and programs brought forward from the Faculty of Arts and Sciences as set out in the attached proposals.***

For the Committee,

Dr. Ramine Adl

Chair, Curriculum Committee



## Curriculum Proposal Form New Course

### Category: 1

<p><b>Faculty:</b> Applied Science  <b>School:</b> Engineering  <b>Faculty/School Approval Date:</b>  September 4, 2013  <b>Effective Session:</b> 2013W</p>	<p><b>Date:</b> August 29, 2013  <b>Contact Person:</b> Dr. Vladan Prodanovic  <b>Phone:</b> 250-807-8161  <b>Email:</b> vladan.prodanovic@ubc.ca</p>
<p><b>Proposed Academic Calendar Entry:</b></p> <p><b><u>ENGR 449 (3) Special Topics in Civil Engineering</u></b>  <u>Topics in civil engineering not covered in other technical electives. Students should consult the School of Engineering for the particular topics offered in a given year. This course may not be offered every year. [3, 0, 0]</u>  <u>Prerequisite: 4<sup>th</sup>-Year Standing in the B.A.Sc. program and approval of the unit head.</u></p>	<p><b>Draft Academic Calendar URL:</b> n/a</p> <p><b>Present Calendar Entry:</b> n/a</p> <p><b>Type of Action:</b> New Course</p> <p><b>Rationale:</b>  This course is being added to allow the development of new courses by faculties, visiting professors, and the PhD candidates in IGS 630. Each offering must be approved by the Civil Curriculum Committee and the Associate Director – Undergraduate Studies. In addition, offering of this course must be approved by the Associate Dean, SOE, based on school's budgetary constraints. Strict rules for the number of offerings of this course in one term and the number of times a student is allowed to take the course are outlined below.  The objectives are to present advanced material complementing the current course offerings in civil engineering program. The civil program</p>

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	<p>anticipates courses that expand the typical offerings in areas such as water resources, environmental engineering, construction, structural, and geotechnical or geo-environmental engineering.</p> <p>Students may not count more than one section of ENGR 449 towards their BAsC. The civil program may not offer more than two sections of ENGR 449 in one calendar year. If a specific topic of ENGR 449 is taught three times a course proposal form must be prepared to create it as a regular technical elective course.</p> <p>The equivalent of three contact hours per week is required. Thus, the course will be scheduled for either two 1.5-hour or one 3-hour lecture/discussion sessions each week depending on the material to be presented. A reading course will not be allowed.</p> <p>Prerequisites will be identified for each offering. Students must have 4<sup>th</sup> year standing. No exceptions will be granted.</p>
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## Curriculum Proposal Form New/Change to Course/Program – Okanagan Campus

### Category: 1

<p><b>Faculty/School:</b> Arts &amp; Sciences, UBCO  <b>Department/Unit:</b> Biology/2  <b>Faculty/School Approval Date:</b>  September 17, 2013  <b>Effective Session:</b> ASAP</p>	<p><b>Date:</b> 6 December 2013  <b>Contact Person:</b> Ian Walker  <b>Phone:</b> 250.807.9559  <b>Email:</b> ian.walker@ubc.ca</p>
<p>Proposed Academic Calendar Entry:</p> <p><b>Program Requirements</b></p> <p><b>[14191] Master of Science (M.Sc.)</b></p> <p><b>[14192]</b> The M.Sc. degree requires completion of <b>BIOL 501, an 18-credit research-based thesis (BIOL 599), and a minimum of 9 additional</b> credits of coursework. <b>All coursework must be completed</b> with a <b>cumulative average</b> of 75% or higher.</p> <p><b><u>The elective course(s) must be approved by the student's supervisory committee. The supervisory committee may require additional coursework, if this is necessary for successful completion of the thesis research.</u></b></p> <p><b>[14185] Doctor of Philosophy (Ph.D.)</b></p> <p><b>[14186]</b> The Ph.D. degree <b>requires completion of a</b> substantial, original research-based thesis (<b>BIOL 699</b>) under the supervision of a faculty member in the</p>	<p>Draft Calendar URL:  <a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,285,1005,1222">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,285,1005,1222</a></p> <p>Present Academic Calendar Entry:  <a href="http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,1005,1222">http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,1005,1222</a></p> <p><b>Program Requirements</b></p> <p><b>[14191] Master of Science (M.Sc.)</b></p> <p><b>[14192]</b> The M.Sc. degree requires completion of <del>12 credits</del> of coursework (with a <del>standing</del> of 75% or higher) <del>and 18 credits of thesis research. The required Biology Seminar provides 3 credits, and the remaining 9 credits may be obtained from an array of courses. M.Sc. students are required to conduct research for a thesis.</del></p> <p><b>[14185] Doctor of Philosophy (Ph.D.)</b></p> <p><b>[14186]</b> The Ph.D. degree <del>is based on</del> substantial original <del>thesis</del> research under the supervision of a faculty member in the Biology graduate program. Ph.D. students</p>



Biology graduate program. Ph.D. students are not required to complete **any additional** coursework unless: **1)** required by the supervisory committee, or **2)** as a condition of admission. Within 18 months of registering in the program, Ph.D. students are required to present a research proposal and pass a comprehensive oral examination designed to assess the student's breadth of knowledge in the general subject area(s) of the proposed research.

**Outreach requirement:** Ph.D. students **are** also **required to** conduct outreach based on their research (e.g., participation in government committees, leading field trips, **presentation of research results to user groups**).

**[14187]** Students registered in the M.Sc. program may transfer to the Ph.D. program after 12-18 months, if approved by their research committee. Transferring is possible only if the student has completed 12-credits of coursework in the first 18 months of his or her program with first class standing and has successfully defended a research proposal. Such transfers must comply with the regulations of the College of Graduate Studies.

are not required to complete coursework unless required by the supervisory committee, or as a condition of admission. Within 18 months of registering in the program, Ph.D. students are required to present a research proposal and pass a comprehensive oral examination designed to assess the student's breadth of knowledge in the general subject area(s) of the proposed research. **Ph.D. students must have had (or must take) at least one semester of upper-level undergraduate or graduate coursework in the following areas: (a) a taxonomically-based course, (b) physiology/cell biology, (c) genetics/molecular biology, (d) ecology/evolution.** Ph.D. students must also conduct outreach based on their research (e.g., participation in government committees, leading field trips, ~~developing school curricula~~).

**[14187]** Students registered in the M.Sc. program may transfer to the Ph.D. program after 12-18 months, if approved by their research committee. Transferring is possible only if the student has completed 12 credits of coursework in the first 18 months of his or her program with first class standing and has successfully defended a research proposal. Such transfers must comply with the regulations of the College of Graduate Studies.

Type of Action:

1. Refine calendar language to more clearly define current requirements.
2. Drop breadth requirement from program

Rationale:



1. Some of the language in the existing calendar description is vague (e.g., no course numbers are provided). Several improvements are suggested.
2. The thesis is a course, the suggested language is consistent with this.
3. Breadth requirement: This would be dropped. It is extremely cumbersome and subjective, requiring that all pre-UBC transcripts (and often course syllabi) be checked and interpreted. This is highly impractical, and there is very little support for maintaining the requirement in biology.

**Note**

In response to questions concerning the outreach component:

The outreach component is already a part of the program. It typically consists of a presentation to a community group or a local professional group (e.g., the Ministry of Forests, Lands and Natural Resource Operations (MFLNRO), the Pacific Agri-Food Research Centre (PARC) or the Interior Health Authority) who may have an interest in the research outcomes.

Students must complete this before their program is complete. It is normally done in the latter part of the student's program, after their data has been substantially collected and analyzed, but prior to the thesis defence.

Students and supervisors discuss appropriate venues for the outreach component with the supervisory committee. If they have any difficulty





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	<p>identifying appropriate venues, they are welcome to consult with the program coordinator. In practice, discussion with the coordinator has not been necessary.</p> <p>The outreach is not marked or evaluated by the supervisor or committee, apart from noting that the requirement has been completed. This is to be recorded in the student's file.</p>
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## Curriculum Proposal Form New/Change to Course/Program – Okanagan Campus

### Category: 1

<p><b>Faculty/School:</b> Arts &amp; Sciences, UBCO  <b>Department/Unit:</b> Biology/2  <b>Faculty/School Approval Date:</b> August 13, 2013  <b>Effective Session:</b> W2013-ASAP</p>	<p><b>Date:</b> 6 December 2013  <b>Contact Person:</b> Ian Walker  <b>Phone:</b> 250.807.9559  <b>Email:</b> <a href="mailto:ian.walker@ubc.ca">ian.walker@ubc.ca</a></p>
<p><b>Proposed Academic Calendar Entry:</b></p> <p><b>Program Overview</b></p> <p><b>[14179]</b> <i>Degrees Offered: M.Sc., Ph.D.</i></p> <p><b>[14180]</b> For participating faculty see the Biology Graduate Program <a href="#">website</a>.</p> <p><b>[14181]</b> The Biology graduate program offers the <b>full-time</b>, research-based degrees Master of Science in Biology and Doctor of Philosophy in Biology. <b>For</b> research interests of Biology faculty members <b>please consult the Biology Graduate Program website, <a href="http://biol.ok.ubc.ca/graduate/faculty.html">http://biol.ok.ubc.ca/graduate/faculty.html</a></b></p>	<p><b>Draft Calendar URL:</b>  <a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,285,1005,1220">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,285,1005,1220</a></p> <p><b>Present Academic Calendar Entry:</b></p> <p><b>Program Overview</b></p> <p><b>[14179]</b> <i>Degrees Offered: M.Sc., Ph.D.</i></p> <p><b>[14180]</b> For participating faculty see the Biology Graduate Program <a href="#">website</a>.</p> <p><b>[14181]</b> The Biology graduate program offers the research-based degrees Master of Science in Biology and Doctor of Philosophy in Biology. <del>Research interests of Biology faculty members include cell and developmental biology, genetics and molecular biology, microbiology, paleoecology and climate change, biochemistry, ecology, conservation biology, plant-microbe interactions, evolution, and physiology.</del></p> <p><b>Type of Action:</b> Revise program overview</p> <p><b>Rationale:</b> The information in the calendar is incorrect. The entry should not necessitate</p>



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	<p>a calendar update every time personnel change.</p> <p>We have inserted the word “full-time” to generate a clearer expectation that students should pursue their studies full-time.</p>
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## Curriculum Proposal Form New/Change to Course/Program – Okanagan Campus

### Category: 1

<p><b>Faculty/School:</b> I.K. Barber  <b>Department/Unit:</b> Biology/Chemistry  <b>Faculty/School Approval Date:</b> September 17, 2013  <b>Effective Session:</b> 2013W</p>	<p><b>Date:</b> May 28, 2012  <b>Contact Person:</b> Joyce Boon  <b>Phone:</b> 250.807.9545  <b>Email:</b> joyce.boon@ubc.ca</p>																
<p><b>Proposed Academic Calendar Entry:</b></p> <p><b>[12218] Major in Biochemistry</b></p> <p>[...]</p> <p><b>[12219]</b> The Major is structured to meet the requirements of a major in Science and will normally take four years. Completion of the co-op program for the Wine Option requires an additional term.</p> <p><b><u>Note: the Co-operative Education (Co-op) program is currently under review and is not accepting applications until further notice. For more information please contact Faculty of Arts and Sciences.</u></b></p> <p><b>[12220]</b></p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr style="background-color: #e0e0e0;"> <th style="text-align: left;">First and Second Years</th> <th style="text-align: left;">Credits</th> </tr> </thead> <tbody> <tr> <td>BIOL 116, 125</td> <td>6</td> </tr> <tr> <td>CHEM 111, 113; or CHEM 121, 123</td> <td>6</td> </tr> <tr> <td>MATH 100, 101</td> <td>6</td> </tr> </tbody> </table>	First and Second Years	Credits	BIOL 116, 125	6	CHEM 111, 113; or CHEM 121, 123	6	MATH 100, 101	6	<p><b>Academic Calendar URL:</b>  <a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,282,858,1069">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,282,858,1069</a></p> <p><b>Present Academic Calendar Entry:</b>  <a href="http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,282,858,1069">http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,282,858,1069</a></p> <p><b>[12218] Major in Biochemistry</b></p> <p>[...]</p> <p><b>[12219]</b> The Major is structured to meet the requirements of a major in Science and will normally take four years. Completion of the co-op program for the Wine Option requires an additional term.</p> <p><b>[12220]</b></p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr style="background-color: #e0e0e0;"> <th style="text-align: left;">First and Second Years</th> <th style="text-align: left;">Credits</th> </tr> </thead> <tbody> <tr> <td>BIOL 116, 125</td> <td>6</td> </tr> <tr> <td>CHEM 111, 113; or CHEM 121, 123</td> <td>6</td> </tr> <tr> <td>MATH 100, 101</td> <td>6</td> </tr> </tbody> </table>	First and Second Years	Credits	BIOL 116, 125	6	CHEM 111, 113; or CHEM 121, 123	6	MATH 100, 101	6
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PHYS 111 or 112; and PHYS 102 or 122	6	PHYS 111 or 112; and PHYS 102 or 122	6
Two of ENGL 112 or 114, 113, 150, 151, 153	6	Two of ENGL 112 or 114, 113, 150, 151, 153	6
BIOL 200	3	BIOL 200	3
BIOL 228	3	BIOL 228	3
BIOL 265	3	BIOL 265	3
CHEM 203, 204	6	CHEM 203, 204	6
CHEM 201	3	CHEM 201	3
Arts electives	6	Arts electives	6
<b>General Option</b>		<b>General Option</b>	
One of CHEM 211, BIOL 202, STAT 230, MATH 200	3	One of CHEM 211, BIOL 202, STAT 230, MATH 200	3
Science electives	3	Science electives	3
<b>Medical Option</b>		<b>Medical Option</b>	
One of CHEM 211, BIOL 202, STAT 230, MATH 200	3	One of CHEM 211, BIOL 202, STAT 230, MATH 200	3
Science electives	3	Science electives	3
<b>Wine Option</b>		<b>Wine Option</b>	
BIOL 210	3	BIOL 210	3
CHEM 211	3	CHEM 211	3
Total Credits	60	Total Credits	60
<b>Third and Fourth Years</b>		<b>Third and Fourth Years</b>	
BIOC 304, 305	6	BIOC 304, 305	6
BIOL 366	3	BIOL 366	3
BIOC 393	3	BIOC 393	3
Arts electives	6	Arts electives	6
<b>General Option</b>		<b>General Option</b>	
Four of BIOC 402, 403, 405, 410, 420	12	Four of BIOC 402, 403, 405, 410, 420	12
BIOC 493 <sup>1</sup>	3	BIOC 493 <sup>1</sup>	3
CHEM 304	3	CHEM 304	3
CHEM 305	3	CHEM 305	3
CHEM 333	3	CHEM 333	3
CHEM 335	3	CHEM 335	3
Upper-level elective	3	Upper-level elective	3
Electives	12	Electives	12
<b>Medical Option</b>		<b>Medical Option</b>	
BIOC 308, 309	6	BIOC 308, 309	6
Two of BIOC 402, 403, 405, 410	6	Two of BIOC 402, 403, 405, 410	6



BIOC 407	3	BIOC 407	3
BIOC 493 <sup>1</sup>	3	BIOC 493 <sup>1</sup>	3
BIOL 318	3	BIOL 318	3
One of CHEM 304, 311, 330, 333, 335	3	One of CHEM 304, 311, 330, 333, 335	3
CHEM 305	3	CHEM 305	3
Upper-level elective <sup>2</sup>	3	Upper-level elective <sup>2</sup>	3
Electives <sup>2</sup>	12	Electives <sup>2</sup>	12
<b>Wine Option</b>		<b>Wine Option</b>	
BIOC 307	3	BIOC 307	3
BIOC 310	3	BIOC 310	3
Four of BIOC 402, 403, 405, 410, 420	12	Four of BIOC 402, 403, 405, 410, 420	12
BIOC 408	3	BIOC 408	3
BIOC 493 <sup>1</sup>	3	BIOC 493 <sup>1</sup>	3
BIOL 380	3	BIOL 380	3
Upper-level elective	3	Upper-level elective	3
Electives	12	Electives	12
<b>Wine Option with Co-Op<sup>3</sup></b>		<b>Wine Option with Co-Op<sup>3</sup></b>	
BIOC 307	3	BIOC 307	3
BIOC 310	3	BIOC 310	3
Four of BIOC 402, 403, 405, 410, 420	12	Four of BIOC 402, 403, 405, 410, 420	12
BIOC 408	3	BIOC 408	3
One of BIOC 448, 493	3	One of BIOC 448, 493	3
BIOL 380	3	BIOL 380	3
Upper-level elective	3	Upper-level elective	3
Electives	12	Electives	12
Total Credits	60	Total Credits	60
Minimum credits for degree	120	Minimum credits for degree	120
<sup>1</sup> BIOC 493 (Biotechnology Laboratory) can be replaced by BIOC 448, a 6-credit lab-based directed studies course, though students may take both. Note: BIOC 393 and 493 are equivalent to BIOL 393 and 493 and credit will not be granted for both.		<sup>1</sup> BIOC 493 (Biotechnology Laboratory) can be replaced by BIOC 448, a 6-credit lab-based directed studies course, though students may take both. Note: BIOC 393 and 493 are equivalent to BIOL 393 and 493 and credit will not be granted for both.	
<sup>2</sup> Recommended electives for students in the Medical Biochemistry Option are BIOL 312 (Virology) and BIOL 314 (Medical Microbiology).		<sup>2</sup> Recommended electives for students in the Medical Biochemistry Option are BIOL 312 (Virology) and BIOL 314 (Medical Microbiology).	
<sup>3</sup> Academic performance and suitability for the work environment will be the selection criteria used for program admission. At least three work terms are		<sup>3</sup> Academic performance and suitability for the work environment will be the selection criteria used for program admission. At least three work terms are	



required for graduation. Note: The Co-operative Education (Co-op) program is currently under review and is not accepting applications until further notice. For more information, please contact [Faculty of Arts and Sciences](#).

required for graduation. Note: The Co-operative Education (Co-op) program is currently under review and is not accepting applications until further notice. For more information, please contact [Faculty of Arts and Sciences](#).

**Type of Action:**

Suspend the Wine Co-op program

**Rationale:**

The IK Barber school has suspended the co-op program and therefore we would like to clarify in the calendar that the Wine Option with Co-Op is also suspended. However, the wine co-op listing should remain available if the program is reactivated in the future.

## Curriculum Proposal Form New/Change to Course/Program – Okanagan Campus

### Category: 1

<p><b>Faculty/School:</b> IKBSAS  <b>Department/Unit:</b> Gender and Women's Studies/Unit 1 - CCGS  <b>Faculty/School Approval Date:</b> October 15, 2013  <b>Effective Session:</b> 2014W</p>	<p><b>Date:</b> August 15, 2013  <b>Contact Person:</b> Dr. Melissa Autumn White  <b>Phone:</b> 250.807.9577  <b>Email:</b> <a href="mailto:melissa.white@ubc.ca">melissa.white@ubc.ca</a></p>
<p><b>Proposed Academic Calendar Entry:</b></p> <p><b>GWST 429 (3) Sexuality and Space</b>  Interdisciplinary examination of the relationships between gender, sexuality, space and place. Focus on social investments in 'race', sexuality, gender, (dis)ability, and citizenship as spatial technologies of belonging and power. Emphasis on queer and critical gender studies approaches to the subfield of cultural geography. Credit will not be granted for both GWST 429 and GEOG 429. [0-0-3]</p> <p><i>Prerequisite:</i> GWST 223 or GWST 216 or GEOG 358 and third-year standing.</p> <p><i>Equivalency:</i> GEOG 429</p> <p><b>GEOG 429 (3) Sexuality and Space</b>  Interdisciplinary examination of the relationships between gender, sexuality, space and place. Focus on social investments in 'race', sexuality, gender, (dis)ability, and citizenship as spatial technologies of belonging and power. Emphasis on queer and critical gender studies approaches to the subfield of cultural geography. Credit will not be granted for both GWST 429 and GEOG 429. [0-0-3]</p> <p><i>Prerequisite:</i> GWST 223 or GWST 216 or GEOG 358 and third-year standing.</p> <p><i>Equivalency:</i> GWST 429</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> Add new cross-listed course for GEOG and GWST</p> <p><b>Rationale:</b> This course will help to diversify course offerings and add to the complement of fourth-year courses in GWST, which is important to the vitality of our new major in GWST. It also adds to the complement of 4<sup>th</sup> year GEOG courses, providing opportunities for students in both fields to conduct advanced study of the spatial dimensions of sexuality. With a focus on queer and critical gender studies approaches to sexuality and space, a burgeoning subfield of cultural geography, this course will allow students to develop nuanced understandings of how the micropolitics of embodiment, erotic desire, and sexual identification are shaped in relation to spatial formations of power across multiple scales. Drawing from the interdisciplinary fields of urban sociology, environmental psychology, architectural design and planning, this course allows students to explore fundamental questions about human experience through the lens of critical sexuality studies, raising complex questions about the gendered and sexed nature of landscapes, built environments, and geopolitics.</p>





9 December 2013

From: Senate Nominating Committee, Okanagan Campus

To: Okanagan Senate

Re: Appointment of Senator to Curriculum Committee

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The Nominating Committee recommends:

*“That Senate appoint Dr. Yves Lucet to serve on the Senate Curriculum Committee until 31 August 2014.”*

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Dr. Lucet has expressed interest in filling the vacant seat for a Senator who is a faculty member on the Senate Curriculum Committee until the end of the triennium.

Respectfully submitted,

Dr. Deborah Roberts, Chair  
Senate Nominating Committee



9 December 2013

From: Senate Nominating Committee, Okanagan Campus  
To: Okanagan Senate  
Re: Appointment of Student Senator to Appeals of Standing and Discipline Committee

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The Nominating Committee recommends:

*“That Senate appoint Mr. Daniel Daniluck to serve on the Senate Appeals of Standing and Discipline Committee until 31 March 2014 and thereafter until replaced.”*

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Mr. Daniluck is a newly appointed student Senator from the Faculty of Education who is interested in serving on the Appeals of Standing and Discipline Committee.

Respectfully submitted,

Dr. Deborah Roberts, Chair  
Senate Nominating Committee