

THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN



OKANAGAN SENATE SECRETARIAT

Enrolment Services

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OKANAGAN SENATE

MINUTES OF 10 DECEMBER 2008

Attendance

Present: Deputy Vice-Chancellor Dr. D. Oworm (Vice-Chair), Mr. B. Silzer (AVP and Registrar), Dr. A. S. Abd-El-Aziz (Provost), Mr. G. August, Dean B. Bauer, Dean R. Belton, Ms. S. Bertrand, Dean R. Campbell, Dr. J. Castricano, Mr. R. Chavarie, Dr. J. Cioe, Dr. F. de Scally, Mr. C. Devenish, Mr. P. Emerson, Dr. J. Gustar, Dr. A. Joy, Dr. D. Keyes, Mr. M. Koovisk, Ms. R. L'Orsa, Dr. R. Lalonde, Mr. G. Lepp, Dr. G. Lovegrove, Dr. S. McCoubrey, Acting Dean C. Mathieson, Dr. C. Mitton, Dr. H. Najjaran, Dr. B. Nilson, Dr. B. O'Connor, Ms. T. Palynchuk, Dr. G. Pandher, Ms. L. Patterson, Dr. M. Rheault, Dr. C. Robinson, Acting Dean K. Rush, Dean I. Stuart, Ms. S. Syal, Mr. R. Whitehouse, Dr. S. Yannacopoulos.

Videoconference: President S. J. Toope, Ms. S. Morgan-Silvester (Chancellor).

Guests: Ms. L. M. Collins (Associate Secretary), Mr. C. Eaton, Ms. M. Kruiswyk, Mr. F. Vogt.

Regrets: Dean T. Aboulnasr, Mr. P. Arthur, Ms. M. Burton, Mr. N. Cadger, Dr. J. Cheng, Mr. M. Dobson, Dr. M. Duran-Cogan, Ms. L. Driscoll, Dr. C. Hodge, Dr. J. Johnson, Ms. C. Kuhn, Dr. C. Scarff, Dr. B. Schulz-Cruz, Ms. G. Zilm.

Recording Secretary: Ms. K. Ross.

Call to Order

The Deputy Vice-Chancellor called the meeting to order. The President and Chancellor participated in the Senate meeting via videoconference.

Senate Membership

NEW STUDENT SENATE MEMBERS

Mr. Silzer presented a recommendation that Ms. Sunita Syal would replace Mr. Ben Steinberg as a Representative for the Students At-large.

Motion: Dr. Cioe
Seconded: Ms. L'Orsa

That Ms. Syal be appointed as the Representative of the Students At-large (to replace Mr. Ben Steinberg) until March 31, 2009 and thereafter until a successor is elected.

Carried.

Mr. Silzer introduced the recommendation from the UBC Students' Union Okanagan that Ms. Christina Kuhn would be the Student Representative for the Faculty of Creative and Critical Studies.

Motion: Dr. Cioe
Seconded: Dr. McCoubrey

That Ms. Kuhn be appointed as the Representative of the Students of the Faculty of Creative and Critical Studies until March 31, 2009 and thereafter until a successor is elected.

Carried.

Ms.Kuhn and Ms. Syal were welcomed to the Senate by applause.

DECLARATION OF VACANCY

Mr. Silzer announced the declaration of vacancy for one student representative for the Faculty of Arts and Sciences. A replacement for this Senator, once appointed, would serve for the remainder of the term ending March 31, 2009.

Minutes of the Previous Meeting, 05 November 2008

Moved: Ms. L'Orsa
Seconded: Mr. Koovisk

That the minutes of the Okanagan Senate Meeting of 05 November 2008 be adopted as amended.

CORRECTIONS

Prior to the first paragraph on page 11 under *Admissions and Awards Committee* of the minutes was corrected to state "The motion to amend was approved."

The final paragraph on page 11 under *CORRECTION* was edited to state “The main motion was approved as amended.”

The motion was put and carried.

Business Arising from the Minutes

ORAL UPDATE ON UBC STUDENT MOBILITY

The Provost reported that a student mobility arrangement document would likely be circulated to the Senate in the New Year. Mr. Silzer expressed that a working committee had been established in order to review the current and potential mechanisms for UBC students to transfer between the UBC campuses. He expressed a hope to eventually accommodate greater levels of student movement between UBC campuses.

ORAL UPDATE ON THE GRADUATE STUDIES REVIEW

Dr. Cioe reported that the Academic Policy Committee would meet for a third time on December 17, 2008 to discuss the recent external review of the College of Graduate Studies. The Committee remained hopeful to present a student centered recommendation to the Senate by February 2009.

President’s Remarks and Related Questions via Videoconference

President Toope expressed his delight to participate at the Okanagan Senate, albeit by videoconference. He noted that he was unfortunately unable to attend the Senate meeting in person, as he had recently arrived home from a trip to Asia and would be hosting a major event that evening.

NEW VICE-PRESIDENT, FINANCE, RESOURCES, AND OPERATIONS

The President announced that the UBC Board of Governors had recently accepted a recommendation to appoint a candidate to the newly created role of Vice-President, Finance, Resources, and Operations. Mr. Pierre Ouillet would begin his role at UBC in January 2009. Mr. Ouillet had previously held senior roles in the private sector with organizations such as McKinsey, Rogers Wireless, and Best Buy, and the President was confident that Mr. Ouillet would bring a wealth of experience in strategic consulting, business operations and financial leadership to UBC. The President expressed that Mr. Ouillet showed great sensitivity and interest in learning about the culture of the University, notably around the need for absolute transparency of financial matters.

STRATEGIC PLANNING RENEWAL PROCESS

The President reported that nearly 1400 people had responded to a recent survey on the strategic planning renewal process. A series of consultations were planned to take place over the following nine months, and the Senates were to be among the consultants. Focus groups and town hall meetings were also planned to engage UBC community feedback on issues of the strategic planning process. The President noted that there would be opportunities to integrate findings from various processes into the strategic plan. The

President reiterated the need to link the strategic plan to the University budget. He drew attention to the strategic planning website at: www.strategicplan.ubc.ca.

BUDGET UPDATE

The President reported that his office had circulated a letter on November 26 entitled *UBC and the Global Financial Turmoil*. The letter was available on the UBC website at: http://www.president.ubc.ca/financial_letter_dec2008.pdf.

The President remained encouraged by the strength of the University endowment although it had suffered a loss in value. The President remarked that UBC had not characteristically relied on the University endowment for a large portion of its operations, which made its situation enviable by many North American universities. He noted that the implications would be different for the two UBC campuses because of differences in the size and maturity of the endowment base at each campus. The President's top priority had been to maintain student support funding. President Toope planned to update Senators through an addendum to the November letter that would focus primarily on the University endowment.

TRIP TO ASIA

President Toope gave a brief report on his recent trip to Nanjing, China. He had been accompanied by the Chinese Prime Minister who had co-hosted a forum intended to strengthen collaborations between the top Chinese universities and various other universities within the Commonwealth and Ireland. The President described the forum as a very informative and a beneficial venture as 10-15 of the China's top students would be recommended to UBC each year by the China Scholarship Council.

Discussion

In response to a question about the impact of the economic crisis on the UBC endowment, the Deputy Vice-Chancellor noted that the provincial government had set the annual maximum level for tuition increases at two percent. He added that there had been no indication that this maximum amount was expected to change.

Chancellor's Remarks

Chancellor Morgan-Silvester expressed her appreciation to participate in the Senate meeting alongside the President via videoconference. She stated that it was her preference to participate in person at the Okanagan Senate meetings whenever possible. Chancellor Morgan-Silvester stated that she was delighted to take up her new role as Chancellor and that she appreciated the efforts taken for her installation, which had taken place in November 2008.

Vice-Chair's Remarks and Related Questions – Dr. Doug Oworm

CAMPUS POWER OUTAGE

The power outage at UBC Okanagan on Thursday, December 4, 2008 had resulted in the cancellation of nine examinations at 1:00 p.m., affecting 386 students. Three examinations at 6:00 p.m. had also been cancelled, affecting 258 students. The affected final examinations had been rescheduled for Sunday, December 7, 2008 at 2:00 p.m. Deputy Vice-Chancellor Dr. Oworm outlined the process followed to address the cancellation of examinations during the power outage.

- An examination cancellation message had been circulated as follows: to all local television stations for broadcasting, on UBC Okanagan Television and website homepage, on the Student Service Centre, by global email and voice message to all UBC Okanagan staff and faculty, by email to all students as well as specifically to those students specifically affected by the revised examination schedule.
- The Provost's Office worked directly with the Deans of the Faculties of Arts and Sciences and Creative and Critical Studies so as to communicate pertinent information regarding all examination schedule changes within their faculties.

Discussion

Dr. Cioe noted briefly that UBC Vancouver had approved procedures related to the cancellation of examinations in 2003. In response to this item, the Deputy Vice-Chancellor agreed that the procedures should be circulated to the Associate Deans. Dr. de Scally added that the students could also benefit from being informed of the current procedures.

Dr. Cioe inquired to whether the administration at UBC Okanagan had considered adopting the text message system, which had been recently tested at the Vancouver campus. In response to the question, the Registrar and the President noted that although procedures for text messaging all Vancouver students were in place, challenges remained due to the large population of students and issues related to cellular service providers. The Deputy Vice-Chancellor announced that the UBC Health, Safety, and Environment Director planned to implement text messaging technology at UBC Okanagan in 2009.

Dean Bauer suggested that the administration might consider implementing new emergency procedures to coincide with campus peak periods as well as to establish variable points of contact.

In response to suggestions that students and faculty had been affected by the rescheduling of examinations, the Deputy Vice-Chancellor stated that it had been fortunate that the power outage had occurred early in the examination timetable, as many of the affected individuals may have had other examinations scheduled that followed December 7th. Dr. Keyes noted that despite the efforts made by the campus to notify everyone affected by the power outage, he asked that the records reflect that many invigilators and students had unfortunately not received notification of the cancellation of examinations.

The Deputy Vice-Chancellor apologized for any issues that the revised examination schedule communication had caused at UBC Okanagan.

Nominating Committee

Student Senator Committee Assignments

On behalf of the Nominating Committee, Acting Chair Dr. Cioe presented the proposed Student Senator Committee Assignments for approval by the Senate.

Moved: Dr. Cioe
Seconded: Ms. Patterson

Admissions and Awards Committee

That Ms. Sunita Syal be appointed to the Admissions and Awards Committee as a Student Representative until 31 March 2009 and thereafter until replaced.

Learning and Research Committee

That Ms. Christina Kuhn be appointed to the Learning and Research Committee as a Student Representative until 31 March 2009 and thereafter until replaced.

Carried.

Election of Senators to the Council of Senates

On behalf of the Nominating Committee, Acting Chair Dr. Cioe recommended that the following Senators be elected to the Council of Senates.

Moved: Dr. Cioe
Seconded: Dr. Nilson

That Senate elect Mr. Gary August and Dr. Annamma Joy to the Council of Senates.

Carried.

Acting Chair Dr. Cioe recommended that the following appointments to the Council of Senates be considered by the Senate.

Appointment of Senators to Council of Senates Representatives Committees One (1) through Five (5)

That Senate appoint the following Senators to the Committees as specified below until 10 December 2011, so as to allow them to serve on the Council of Senates.

Council of Senates Okanagan Representative Committee One
 Mr. Peter Arthur

Council of Senates Okanagan Representative Committee Two
Dr. Mercedes Duran-Cogan

Council of Senates Okanagan Representative Committee Three
Dr. Jodey Castricano

Council of Senates Okanagan Representative Committee Four
Dean Bernard Bauer

Council of Senates Okanagan Representative Committee Five
Ms. Rachael L'Orsa

Carried.

Agenda Committee

The Committee had circulated a proposal to approve the President and Chancellor's participation at Senate meetings via videoconference.

Moved: Ms. L'Orsa
Seconded: Dr. Cioe

That the Rules and Procedures of Senate be amended to add the following:

23. Senators may only attend and participate in debate at Meetings of Senate in person.

24. Section 23 notwithstanding, the Chancellor or President may participate in debate via videoconference upon recognition by the chair, but shall not be considered in attendance while doing so; their participation in such a manner shall be minuted appropriately.

Discussion

In response to a question from Mr. Emerson, Ms. Collins confirmed that the proposed motion would refer only to meetings of the Senate and would not apply to Senate Committee meetings. She added that the Committees themselves would decide how their members could participate at their meetings.

Mr. Lepp asked for a rationale to why all Senators had not been included in the proposed motion that would allow them to participate in meetings of the Senate via videoconference. For example, he asked how student Senators who were on practicum or otherwise away would participate at Senate meetings. Dr. Cioe stated that the Committee members had agreed that the videoconference technology would not necessarily capture the detailed level of discussion expected at Senate meetings. Dean Bauer commented on the importance of Senator attendance at meetings of the Senate. It was his opinion that Senators who are unable to consistently attend Senate meetings should consider resigning from their positions.

Dr. Yannacopoulos proposed that the Dean of Applied Science be included in the proposed motion. Dr. Cioe responded to the comment by stating that the Committee members were unanimous on the proposed motion as presented. Reiterating Dean Bauer's comment, he suggested that it would be ideal for Senators to attend meetings of the Senate in person. In response to the current discussion, Dr. Yannacopoulos moved the following amendment.

Moved: Dr. Yannacopoulos
Seconded: Dr. Lovegrove

That Section 24 be amended to include the Dean of Applied Science so that she may participate in debate via videoconference upon recognition by the chair, but shall not be considered in attendance while doing so; and that participation in such a manner shall be minuted appropriately.

In response to the amendment, Dr. Gustar expressed her support should the Dean of Applied Science, and potentially other Deans, participate in meetings of the Senate via videoconference from UBC Vancouver only. Dr. McCoubrey stated that she would not support the amendment based on the potential limitations of the technology. Ms. L'Orsa articulated her preference to have the Dean of Applied Science be engaged in meetings of the Okanagan Senate in person rather than via videoconference. Dr. de Scally suggested the Senators sense of responsibility to attend Senate meetings in person may lessen should they be given the opportunity to participate via videoconference.

The motion to amend failed.

The main motion to allow the Chancellor or President to participate in debate via videoconference was approved, two opposed.

Curriculum Committee

As a non-member of Senate, Acting Chair Mr. Eaton was granted leave by the Senate to present the report of the Curriculum Committee.

See also, 'Appendix A: Curriculum Summary.'

Moved: Dr. Cioe
Seconded: Ms. L'Orsa

That Senate approve the programs and new and revised courses brought forward by the Faculty of Applied Science as set out in the attached proposals.

Discussion

Dr. Cioe asked for a rationale on the differing course codes: ENGR and APSC. Dr. Yannacopoulos clarified that the APSC course code is reserved for first and second year courses. Since the Vancouver and Okanagan campuses have a common first and second

year, this course code would enable students within the Faculty of Applied Science to move between the campuses.

The motion was put and carried.

Learning and Research Committee

On behalf of the Learning and Research Committee, Acting Chair Dr. Castricano recommended the proposed list of individuals to receive emeritus/emerita status for approval by the Senate.

Moved: Dr. Castricano

Seconded: Dean Belton

That Senate approve the attached list of individuals to receive emeritus/emerita status, with such status to become effective upon their date of retirement from the University and; that their names be added to the Roll of Convocation.

Carried.

Acting Chair Dr. Castricano recommended following regalia colours for the Bachelor of Management, which had been endorsed by the Faculty of Management.

- *Light grey with a black and gold cord.*

Discussion

In response to a question from Dr. Cioe, Dr. Castricano confirmed that the Committee had followed a set process to determine the regalia colours for the Bachelor of Management.

The motion to approve the regalia colours for the Bachelor of Management was put and carried.

Admissions and Awards Committee

The Committee had circulated the new awards for approval by the Senate.

Moved: Dr. McCoubrey

Seconded: Dr. Yannacopoulos

That Senate accept the awards as listed and forward them to the Board of Governors for approval; and that letters of thanks be sent to the donors.

COAST Capri Hotel Men's Varsity Athlete of the Year Award: A \$1,000 award is offered by the Coast Capri Hotel to the most valuable member of the Men's Varsity Team Program in any year of study. The award is made on the recommendation of the Athletics & Recreation Department to an outstanding

student who has demonstrated excellent leadership skills and maintained good academic standing. (First award available for the 2008/09 Winter Session)

COAST Capri Hotel Women's Varsity Athlete of the Year Award: A \$1,000 award is offered by the Coast Capri Hotel to the most valuable member of the Women's Varsity Team Program in any year of study. The award is made on the recommendation of the Athletics & Recreation Department to an outstanding student who has demonstrated excellent leadership skills and maintained good academic standing. (First award available for the 2008/09 Winter Session)

Faculty of CREATIVE and Critical Studies French Essay Prize: A \$500 prize is offered through the Faculty of Creative and Critical Studies to a student majoring in French in that Faculty at The University of British Columbia Okanagan. The award is made on the recommendation of the Faculty to recognize an outstanding essay in a third or fourth year French literature or culture course. (First award available for the 2008/09 Winter Session)

Discussion

In response to a question from the Senate, Dr. McCoubrey reported that the definition of good standing has been determined by the University to be "the student is registered in at least 27 credits, standing in the top 10% of his/her year and faculty or with an average of 75% or higher (with no failed courses) in the academic session on which the award adjudication is based."

The Deputy Vice-Chancellor confirmed that the Athletics and Recreation Department would recommend candidates for the varsity athletics awards to Enrolment Services, .

The motion was put and carried.

Report from the Associate Vice-President, Enrolment Services & Registrar

2008 Report on Enrolment

The Registrar presented the 2008 Report on Enrolment for information.

See also, '2008W Enrolment Summary – excerpt Okanagan only.'

Discussion

In response to a question from Dr. de Scally, the Registrar stated that it was difficult to predict how many students would choose to complete their degrees at one of the new special purpose teaching universities within the province. The Deputy Vice-Chancellor added that this number would be difficult to determine until a pattern is established over a number of years.

Dean Bauer congratulated the Registrar and his team for producing an outstanding Report on Enrolment as well as for their recruitment efforts. Senators supported the comment with applause.

Dr. Cioe inquired to where UBC Okanagan has been in relation to the 20:1 ratio set by the provincial government. The Deputy Vice-Chancellor indicated that this has been a difficult ratio to determine. He estimated that the ratio would be 15:1, if the Okanagan campus followed an identical calculation process utilized for the Vancouver campus. Dr. Cioe questioned whether UBC Okanagan should follow the same calculation as the Vancouver campus, as the campuses operate very differently. The Deputy Vice-Chancellor expressed the desire to achieve similar systems. The President expressed that the campuses have been working to obtain accurate statistics including head count. He reiterated the need for a consistent and accurate metric between the UBC campuses.

Dr. Pandher noted that this item could be addressed through student mobility discussions between the UBC campuses. The Registrar stated that the student mobility process has been complicated. A variety of administrators have embarked on an extensive discussion to understand how many students have been moving between campuses. The Deputy Vice-Chancellor agreed that there have been a variety of issues related to this item that would be considered over the following months.

Other Business

None.

Candidates for Honorary Degrees 2009

The Learning and Research Committee had prepared a list of candidates for honorary degrees to be conferred during graduation ceremonies to take place in 2009. Dr. Castricano reminded Senators that the list was to remain confidential until such time as the candidate had agreed to accept the degree and a public announcement was made.

Moved: Dr. Castricano

Seconded: Dr. Abd-El-Aziz

That Senate approve the granting of an honorary degree as recommended by the Learning and Research Committee..

The motion was put and carried.

Adjournment

There being no further business, the meeting was adjourned at 4:50 p.m.

The following regular meeting was scheduled to be held on Wednesday, January 14, 2009 at 3:30 pm to 5:30 pm in Library 317.

Appendix A: Curriculum Summary

Faculty of Applied Science

1. The following revised courses:

- a. ENGR 380 (3) Design of Machine Elements
- b. ENGR 381 (3) Kinematics and Dynamics of Machinery

2. The following new courses:

- a. APSC 574 (3) Mechanics of Laminated and Textile Composites
- b. APSC 575 (3) Engineering Microbiology



THE UNIVERSITY OF BRITISH COLUMBIA

Appendix B: 2008W Enrolment Summary – excerpt only for UBC Okanagan
As of Nov, 6, 2008 – Presented to the Okanagan Senate on 10 December
2008 – for information only

Okanagan													
Degree	Student	2008W (Nov 6)						2007W (Dec 5)					
		Headcount			FTE			Headcount			FTE		
		New	Cont.	Total	New	Cont.	Total	New	Cont.	Total	New	Cont.	Total
Undergrad	Dom	1903	2750	4,653	1822	2228	4,050	1852	2420	4,272	1730	1915	3,645
	Int'l	109	117	226	101	98	199	100	77	177	91	58	149
	Both	2,012	2,867	4,879	1,923	2,326	4,249	1,952	2,497	4,449	1,821	1,973	3,794
Graduate	Dom			288			185			224			225
	Int'l			37			34.7			15			15
	Both			325			220			239			240
Total	Dom			4,941			4,235			4,496			3,870
	Int'l			263			234			192			164
	Both			5,204			4,469			4,688			4,034

NOTES:

* Full Time Equivalency (FTE) counts are determined by dividing the total student credit count per degree program / year by 30 credits, the typical "full-time" credit load. This calculation is used to measure teaching and course volume. Thirty-credit FTEs are not used for budgetary purposes. For FTEs related to UBC's annual submission to the Ministry of Advanced Education, please contact Planning and Institutional Research.

* Does not include current UBC students who have not registered for the current year

* RES = Resident

* New Headcount (HC) and New Full Time Equivalency (FTE) are students registered in 2008 W who started a new program (Winter or Summer)

* New and continuing student enrolment data not available for graduate students.

