THE UNIVERSITY OF BRITISH COLUMBIA

Office of the Senate
Brock Hall | 2016 - 1874 East Mall
Vancouver, BC V6T 1Z1

Phone 604 822 5239
Fax 604 822 5945
www.senate.ubc.ca

Okanagan Senate

THE NINTH REGULAR MEETING OF
THE OKANAGAN SENATE
FOR THE 2022/2023 ACADEMIC YEAR

THURSDAY, 18 MAY 2023

3:30 P.M. | RHS 257 AND VIA ZOOM

1. **Call to Order – Dr Lesley Cormack**

2. **Senate Membership – Ms Rella Ng (information)**

   a) **Nominating Committee**

   As a result of the call for nominations issued last month, Saami Hafeez and Bowen He are acclaimed as elected to the Senate Nominating Committee until 31 March 2024 and thereafter until replaced.

3. **Minutes of the Meeting of 27 April 2023 – Dr Lesley Cormack (approval)** (docket pages 4-16)

4. **Business Arising from the Minutes – Dr Lesley Cormack**

5. **Remarks from the Principal and Deputy Vice-Chancellor – Dr Lesley Cormack (information)**

6. **Remarks from the Provost – Dr Rehan Sadiq (information)**

7. **Report from the Presidential Search Committee – Dr Marianne Legault (information)**

8. **Expression of Thanks to 2020-2023 Members of Senate – Dr Lesley Cormack (information)**

9. **Candidates for Degrees – Vice-Chair (approval)**

   The list as approved by the faculties is available for advance inspection at the Senate Office, and will also be available at the meeting.

   The Chair of Senate calls for the following motion:

THE UNIVERSITY OF BRITISH COLUMBIA

Office of the Senate

That the candidates for degrees and diplomas as recommended by the faculties be granted the degree or diplomas for which they were recommended, effective 18 May 2023, and that a committee comprised of the Registrar, the dean of the relevant Faculty, and the Chair of the Senate be empowered to make any necessary adjustments.
(2/3 majority required).

10. **Academic Building and Resources Committee – Dr Peter Arthur**

    Annual Report **(information)** (docket pages 17-20)

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

    Amendments to Policy GA-6: *Naming Policy* **(approval)** (docket pages 21-73)

12. **Admissions Committee – Ms Tamara Ebl**

    a. New Award (approval)(docket pages 74-76)
    b. Affiliation Agreements
        i. International Cooperation Agreement: UBC and University of Bordeaux **(approval)** (docket pages 77-91)
        ii. Termination of Block Transfer Agreement: UBC and UBC Okanagan College **(approval)** (docket pages 92-98)
        iii. Block Transfer and Admission Agreement: UBC and Okanagan College **(approval)** (docket pages 99-102)

13. **Appeals on Standing and Discipline Committee – Dr Robert Campbell**

    Annual Report **(information)** (docket pages 103-106)

14. **Curriculum Committee – Dr Sandy Hilton**

    Curriculum Proposals **(approval)** (docket pages 107-234)

15. **Learning and Research Committee – Dr Sally Stewart**

    Candidates for Emeritus Status **(approval)** (docket pages 235-236)

16. **Nominating Committee – Dr Jannik Eikenaar**

    a. Appointments to the Advisory Committee for the Selection of an Associate Vice-President, Health **(approval)** (docket page 237)

    b. Appointment of Student Senators to Committees of Senate and Committees of the Council of Senates **(approval)** (docket page 238)

The Rules and Procedures of the Okanagan Senate states that meetings will adjourn no later than 5:30 p.m. Regrets: Telephone 604.822.5239 or e-mail: facsec@mail.ubc.ca

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

2

THE UNIVERSITY OF BRITISH COLUMBIA

    c. Conflict of Interest Guidelines – Review and Referral to the Council of Senates **(approval)** (docket pages 239-253)

    d. Triennial Review Report **(approval)** (docket pages 254-257)

17. **Report from the Provost**

    a. Tuition Allocation Model **(presentation)** (docket pages 258- 275)

    b. Course Scheduling Report 2023 **(presentation)** (docket pages 276-291)

18. **Reports from the Registrar**

    a. Adjustments to the Academic Year 2023-2024 – Observation of the National Day for Truth and Reconciliation **(information)** (docket page 292)

    b. 2023-2026 Triennial Election Results **(information)** (docket pages 293-294)

19. **Other Business**

RECEPTION

Immediately following the Senate meeting, light refreshments will be served in the foyer of the Reichwald Bulding

The Rules and Procedures of the Okanagan Senate states that
meetings will adjourn no later than 5:30 p.m. Regrets: Telephone 604.822.5239 or e-mail:
facsec@mail.ubc.ca

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

3

THE UNIVERSITY OF BRITISH COLUMBIA

OKANAGAN SENATE

MINUTES OF 27 APRIL 2023

DRAFT

Present: L. Cormack (Chair), R. Ng (Secretary), R. Sadiq, A. Alnaar, P. Amuta, M. Arthur, P. Arthur, H. Berringer, R, Campbell, J. Cioe, G. DiLabio, T. Ebl, J. Eikenaar, M. Evans, T. Forneris, R. Frost, S. Hafeez, B. He, S. Hilton, K. Hodges, J. Holzman, J. Jakobi, R. Janke, R. Johnson, P. Lasserre, M. Legault, M. Libben, J. Low, Y. Lucet, B. Marcolin, J. Milliken, S. O'Leary, J. Olson, S. O'Neill, M. Reeves, R. Sadiq, M. Sandler, O. Sharma, A. Shinde, P. Simpson, A. Shinde, S. Stewart, S Tomášková, B. Traister, R, Zaitoun, Y. Zu.

Regrets: D. Buszard, A. Brar, P. Barker, S. Cherkowski, M. Garg, G. Garrard, J. Hare, S. Hutchinson, A.Idowu, R. Lalonde, L. Markley, M. Panah, I Parkins, J. Picault, M. Tarrant, B. Visscher.

Clerk: A. Breen

Guests: B. Annear, L. King, A. Vedan, A. Vernon,

Call to Order and Land Acknowledgement

The Vice-Chair, Dr Cormack, called the eighth regular meeting of the Senate for the 2022-2023 academic year to order at 3:37 pm. She offered acknowledgement that she is participating in the Senate meeting from the unceded, ancestral and traditional territory of the Syilx Okanagan peoples.

Senate Membership

New Student Members

The Registrar welcomed new and returning student senators, who will be serving until 31 March 2024, and thereafter until replaced.

Nominating Committee

The Registrar confirmed a call for nominations for two student members of Senate to serve on the Senate Nominating Committee until 31 March 2024 and thereafter until replaced. She noted that nominations are due by 4pm on 30 April 2023 and can be submitted to the Clerk. If more than two nominations are received, an election will be held in advance of the May meeting of Senate.

Minutes of the Meeting of 30 March 2023

Peter Arthur
Barb Marcolin

That the Minutes of 30 March 2023 be adopted, as circulated.

<div style="text-align: right;">

Approved

</div>

Business Arising from the Minutes

There was no business arising from the minutes.

Remarks from the Principal and Deputy Vice-Chancellor

As the Acting President was not able to be in attendance, Dr Cormack shared Prof. Buszard's remarks and update with Senate.

> Prof Buszard's remarks noted that the 2023-2024 budget has been approved by the Board of Governors. The approved balanced budget reflects strong financial stewardship while supporting the university's academic mission in teaching, learning and research as well as our commitment to positively impact social and economic conditions in British Columbia and beyond. The budget prioritizes investments that advance our academic mission; as well as equity, diversity, and inclusion; UBC's Indigenous Strategic Plan; crucial supports for our students; and our response to the climate emergency.
>
> The Acting President's remarks noted that UBC continues to chart an ambitious vision to be the most research-intensive university in Canada, a leading innovator in teaching and learning, a champion of the student experience, and among the top ten public universities in the world. The Board-approved financial plan will help to move the University along this path while ensuring that it continues to honour its commitment to create a diverse, inclusive, and equitable community.
>
> Prof. Buszard's remarks notated that next week will mark the launch of UBC Okanagan Debates, which will include a timely discussion on artificial intelligence. The event will be hosted by Principal and Deputy Vice-Chancellor Lesley Cormack. The Acting President's remarks indicated her gratitude to the organizers for launching this important series.
>
> Prof. Buszard shared that UBC has been highly successful over the past year in securing funding for additional seats for 8 programs in Medicine across the distributed network, 2 programs in Education, and Nursing. There are high hopes for success in the current provincial competition for tech seats. In closing, the Acting President's remarks thanked senators for their hard work and wished everyone the best for the coming months.

Dr Cormack then shared her remarks with senators. She noted that she was excited to have the additional seats in Medicine, Education and Nursing programs, and that the tech seats will be decided shortly.

She commented on the recent network outage, and thanked IT staff at both campuses for working to address the outage. One final examination was cancelled as a result of the outage and has since be rescheduled. An investigation is ongoing to identify the cause and prevent a recurrence.

Dr. Cormack announced that there will be a reception following the May meeting of the Senate, which is the last meeting of the current triennium.

In May, she and a number of researchers from the School of Engineering will be travelling to Ottawa to attend the UBC Research on the Hill event, where researchers will present on resilient infrastructure. Shei s hopeful that it will lead to interest on the part of the Federal government in this important work.

Finally, Dr Cormack noted that lobbying effort to increase graduate student stipends continues and is a high priority for the University. There was no increase in graduate student funding in the Federal budget and that Tri-Council funding amounts have not been increased in 20 years. She noted that the Acting President will be attending the upcoming U15 meeting where this issue will be discussed.

> Senator Cioe commented on the recent network outages and asked whether it was a result of hacking or ransomware.

Dr Cormack responded that an investigation is underway as to the cause of the outage.

Regarding the upcoming U15 meeting, Senator Hafiz asked whether government representatives will be attending, and if so, in what capacity. Dr Cormack clarified that the U15 Group of Canadian Universities is an association of fifteen leading research universities across Canada, and that this is not a public event.

> Senator DiLabio asked how 'resilient infrastructure was selected for presentation at the Research on the Hill event.

Remarks from the Provost

The Provost shared that the Board of Governors have approved the 2023-2024 budget. The approved balanced budget reflects strong financial stewardship while supporting the University's academic mission in teaching, learning and research, as well the institution's commitment to positively impact social and economic conditions in British Columbia and beyond.

Dr Sadiq shared that the budget prioritizes investments that advance the University's academic mission, as well as equity, diversity and inclusion. The UBC Indigenous Strategic Plan is also highlighted as a key priority, along with student support initiatives and the University's response to climate change. The budget also prioritizes the student experience and equity, diversity and inclusiveness initiatives.

Highlights of upcoming campus events include the launch of the UBC Okanagan Debates, to be hosted by Principal and Deputy and Vice-Chancellor Cormack. These debates will serve on a diverse range of issues and Dr Sadiq applauded these efforts to facilitate debate on issues that are important to the University community and beyond.

The Provost highlighted recent Provincial approval to add seats to eight programs in Medicine, two programs in Education and for the Nursing program.

Dr Sadiq concluded his remarks by thanking senators for their contributions and wished everyone the best for the coming months.

Report from the Presidential Search Committee

On behalf of the Presidential Search Committee Chair, Chancellor S. Point, Senator Legault presented an update on the committee's recent activities to date. She noted that since the last update to Senate, the Committee met on 5 April 2023 and welcomed a guest presenter to help the Committee better understand the role of a university president. The Committee also reviewed input received via the second Presidential Search survey, directed towards equity and diversity deserving groups. Senator Legault thanked all Senators who participated in the survey.

Lastly, Senator Legault noted that the position profile for President and Vice-Chancellor has been distributed via a variety of channels, and is posted on the website of Boyden Executive Search, the firm engaged to assist the Committee in its work. The position profile is also posted on the Board of Governors website.

Senator Legault concluded her remarks by stating that the suggestions for candidates for the next University President should be sent to Brett Cameron at ubcpresident@boyden.com.

Academic Policy Committee

The Chair of the Senate Academic Policy Committee, Dr Jan Cioe, presented.

FACULTY OF CREATIVE AND CRITICAL STUDIES – FACULTY COUNCIL TERMS OF REFERENCE

Jan Cioe	*That the Okanagan Senate approve changes*
Gino DiLabio	*to Faculty of Creative and Critical Studies*
	Terms of Reference.

The Chair noted that the proposed changes were primarily editorial in nature and had been discussed in detail at the Faculty of Creative and Critical Studies Council.

Approved

FACULTY OF CREATIVE AND CRITICAL STUDIES BACHELOR OF ARTS – ACADEMIC REGULATIONS

Jan Cioe
Patricia Lasserre

That the Okanagan Senate approves changes to Academic Regulations for the Bachelor of Fine Arts in the Faculty of Creative and Critical Studies.

Approved

BACHELOR OF KINESIOLOGY – ACADEMIC REGULATIONS

Jan Cioe
Marie Tarrant

That the Okanagan Senate approves changes to Academic Regulations for the Bachelor of Human Kinetics in the Faculty of Health and Social Development.

Approved

Joint Admissions and Awards and Curriculum Committee

The Chair of the Senate Curriculum Committee, Dr Yves Lucet, presented.

Yves Lucet
Peter Arthur

That Senate approve and recommend to the Board of Governors for approval the Undergraduate Certificate in Education Studies and the Interdisciplinary Graduate Studies Indigenous Knowledges Theme.

Approved

Curriculum Committee

See Appendix A: Curriculum Report

The Chair of the Senate Curriculum Committee, Dr Yves Lucet, presented.

CURRICULUM PROPOSALS

See Appendix A: Curriculum Report

Yves Lucet
Peter Simpson

That Senate approve and recommend to the Board of Governors for approval the revised programs,

THE UNIVERSITY OF BRITISH COLUMBIA   Office of the Senate

> *new subject code, new, revised, discontinued and renumbered courses, and new equivalencies brought forward by the Faculties of Education, Arts and Social Sciences, and Science.*

Approved

Nominating Committee

The Chair of the Senate Nominating Committee, Senator Jannik Eikenaar, presented.

ACADEMIC ADVISORY COMMITTEE ON A UBC INSTITUTE OF ADVANCED STUDY

Jannik Eikenaar
Gino DiLabio

That Gino DiLabio, Silvia Tomášková and Jonathan Low be recommended for appointment to an Academic Advisory Committee on a UBC Institute of Advanced Study

Approved

ACADEMIC ADVISORY COMMITTEE ON WALL RESARCH AWRADS AND WALL RESEARCH FELLOWSHIPS

Jannik Eikenaar
Tamara Ebl

That Maya Libben, Karen Hodges and Saami Hafeez be recommended for appointment to an Academic Advisory Committee on Wall Research Awards and Wall Research Fellowships.

Approved

CHANGES IN TERMS OF REFERENCE – LEARNING AND RESEARCH COMMITTEE

Jannik Eikenaar
Peter Arthur

That the Terms of Reference of the Senate Learning and Research Committee be amended to include: "To consider matters related to regalia and academic dress, and to make recommendations thereon to Senate."

Approved

Learning and Research Committee

The Chair of the Senate Learning and Research Committee, Senator Sally Stewart, presented.

Sally Stewart
Yves Lucet

"That Senate approve the adornment of mortarboard caps by graduands to reflect their Indigenous identity through the use of decorative traditions for graduation ceremonies in 2023."

Approved

Annual Report from the Chief Librarian

Dr Cormack introduced Robert Janke, the Interim Chief Librarian at UBC's Okanagan Campus Library to present the Library Annual Report.

Mr Janke thanked his predecessor Heather Berringer and the rest of the Library team for their contributions towards his presentation.

The Library has three primary physical service points: the campus Library's single service desk, the Okanagan Special Collections service desk located in The Commons, and the Innovation Library, located in downtown Kelowna at Okanagan Regional Library's Kelowna branch. Over the past year the Library has offered a suite of online and in-person reference services and assistance. Queries were answered at the Library's physical location, over email, and via 'Ask Away', the Library's virtual chat platform. In-depth research consultations to students and faculty were delivered by liaison librarians, both in-person and remotely. This year, the Library introduced a platform for patrons to book consultations with liaison librarians themselves.

During the reporting period, librarians taught 237 instructional sessions at UBC Okanagan Library. With the continued demand for online, in person, and hybrid learning sessions, instruction continued to be offered in all of formats. Topics ranged from subject-specific information search and retrieval strategies to sessions on copyright, scholarly communication and publishing, research data management, performing systematic and literature reviews, critical evaluation of information, and effective integration of published research into academic writing, including appropriate use of citation styles.

Mr Janke shared that the Student Learning Hub (SLH) continued to offer hybrid support for students; the Undergraduate Writing and Language Learning portfolio had 1,230 appointments in 2022 (up from 934 the year prior). Overall, 55% of appointments were in-person and 45% virtually. For 2022, one-on-one graduate writing consultation, offered through the Center for Scholarly Communication (CSC) remained consistent with the previous year, 546 consultation hours compared to 536 in 2021.

The Student Learning Hub (SLH) team collaborated closely with the Associate Vice-President, Students portfolio to substantially revise offerings that support students in the transition to university learning, including building new content for UBC 101. These changes were motivated

by recognition of the learning gaps that students may have as they return to primarily in-person learning opportunities. In addition to the new content, the Library developed new and refreshed content for the Back to Basics (B2B) and Exam Jam programs.

Over the past, staff have continued to increase focus on education regarding equity and inclusion, accessibility, anti-oppression, decolonization, and diverse and inclusive writing practices. The Library has collaborated with colleagues to advance these initiatives, including the UBCO Okanagan Indigenous Initiatives Librarian, the Sexual Violence Prevention Office, and the Equity and Inclusion Office. The Library has also and engaged an outside speaker to discuss anti-ableist learning strategies.

Following the positive response in Summer 2021, writing and language support was offered again in the 2022 Summer Session, with the SLH providing 181 hours of support in total. Online appointments were preferred with 85% of appointments online and 15% in-person.

Starting in June 2022, a newly hired Academic Integrity Facilitator allowed the Academic Integrity Matters (AIM) program to meet the increasing demand for academic integrity support for students. Referrals to AIM increased by 119% in 2022, compared to the previous year. In 2022, AIM received 196 referrals, with 172 of these students successfully completing the program.

Mr Janke next highlighted the Library's open education services, designed to support the UBC community in finding, adapting, and creating high-quality open educational resources (OERs), as well as planning and implementing innovative open education projects and open practices. He noted that both UBC Vancouver and Okanagan libraries play an active role in promoting open education initiatives and practices across campuses. In 2022, the UBC Library system engaged in 99+ consultations on open education projects, developing highly-used resources, communication tools, and toolkits for OER development, such as the Open Textbook Publishing Guide. Further, there were roughly 35 events and instructional workshops organized, with 710 participants, to build awareness and advocate for open practices and resources on campus. Sessions included topics on creating OER using digital tools (e.g. Pressbooks, Scalar etc.), open licensing, sharing and discoverability of OER, and open pedagogy, as well as events for Open Access Week, Open Scholarship in Practice, and Open Education Week.

Through partnership with Advanced Research Computing (ARC), the Office of Research Services (ORS), and the UBC Okanagan Library, the Centre for Scholarly Communication (or CSC) functions as an information hub for research support services at UBC Okanagan, with the goal to connect researchers with support and tools at every stage of the research life cycle.

To raise awareness of CSC resources and services and improve communication with all campus units, the CSC Coordinator and the Project Manager for Research Computing embarked on a tour of UBCO Faculty meetings in late summer and early fall of 2022. Additionally, through a collaboration with the UBC Library and UBC ARC, the findings from the Digital Research Infrastructure Needs Assessment were published in late June 2022 with high level recommendations that are currently under review at the executive level. In another collaborative effort between the CSC and ARC teams, funding was secured in 2022 for the development of a

new data training program to support campus-wide interest in data, analysis, and coding training. I will say a few more words about this later in the presentation.

The Okanagan Library displays leadership in the establishment of partnerships with campus and community in order to advance the University's strategic initiatives. In 2022, community partnership initiatives included the British Columbia Regional Digitized History (BCRDH) project, growth of the Community Scholars Program pilot, and Pride in Place event. On-campus and inter-campus projects included the *Conversation with (Waubegeeshig)* Rice event**,** the *Honouring Indigenous Writer'* programming, the *Indigenous Reads* book club, the *Legacy of Hope* exhibit, the *Postcards Home* event, and the coordination of a campus food drive.

In March 2022, the UBC Okanagan Library contributed to the hosting of an online reading and conversation event with Kateri Akiwenzie-Damm and Dallas Hunt, as part of the *Honouring Indigenous Writers* series. Akiwenzie-Damm is a profoundly influential figure in Indigenous literature, founding Kegedonce Press, which has been supporting and publishing Indigenous authors, illustrators, editors, and designers since 1993. Akiwenzie-Damm's latest collection, *(Re)Generation*, edited with an introduction by Cree poet and scholar, Dallas Hunt, contains poetry that explores a range of issues: from violence against Indigenous women and lands to Indigenous erotica and the joyous intimate encounters between bodies.

New Records Retention and Disposition Schedules (RDS) were approved and implemented in summer 2022. This concluded approximately 18 months of effort, in collaboration with co Records Management (both campuses), University Archives, University Counsel, and the input of users from a variety of units across both campuses. These now stands as the operational records authority for all University records and prescribe the office of primary responsibility, retention periods and triggers, and disposition actions for the majority of record types created and maintained at the University.

This year, a Records Management (RM) survey was also produced and distributed to employees across both campuses, including many campus-specific questions; the 2022 survey marked only the second time such a study was performed in the Okanagan (the first being in 2016). Its purpose was to promote records management services, guidelines, and training, gauge user satisfaction with RM services, and measure user acceptance to new initiatives developed or being developed by the RM Office. The results of the study are being used to guide program focus and development.

One result of the survey in the Okanagan was the creation of the new Records Management: Building Blocks for Success workshop series focused on the essentials of RM practices. Survey feedback stated that users were curious about where to find more RM informational resources and in receiving personalized training and support. There are roughly 40 employees currently enrolled in this free, in-person, 3-part professional workshop series that is geared specifically towards helping office administrators and all those interested in building order, trustworthiness, and compliance into their recordkeeping practices.

Mr Janke highlighted post-pandemic engagement between Okanagan Special Collections (OSC) and teaching, learning, and research, which has accelerated in recent months. A focal point of engagement included the opening of an exhibition of the Baird-Bowering collection, UBCO's

first notable special literary collection, and culminated in an event in the Special Collections reading room featuring a reading from Canada's first Parliamentary Poet Laureate, George Bowering.

Digital processing of OSC materials continued in relation to the ongoing expansion of the BC Regional Digitized History project. Materials continued to be acquired by th Okanagan Special Collections team over the past two years. Highlights include the BC Grapegrowers' Association (BCGA) fonds, the BC Wine Grape Council (BCWGC) fonds and the John Schreiner fonds. The latter includes 10M textual records, 1000 photographs, 2000 wine labels, and 445 audio cassettes, from 1939-2021. The fonds consists of research files, interview recordings and transcriptions, correspondence, photographs, and writing drafts, accompanied by an extensive library composed of up to 300 books about wine on a global scale. The John Schreiner fonds is considered to be among the best chronological records of the BC wine industry.

Mr Janke next presented on the Library's commitments to the UBC Indigenous Strategic Plan (ISP), Inclusive Action Plan (IAP), and the President's Task Force on Anti-Racism and Inclusive Excellence (ARIE)seriously. He noted that both UBC Vancouver and Okanagan libraries play an active role in progressing these commitments.

In 2022 the UBC Library system collectively made significant strides via cross-campus collaboration designed to advance the goals of the ISP and IAP, work that will continue in in 2023.

Mr Janke shared that under the guidance of the Academic Integrity Advisory Group, the Library will be gathering more formal feedback from students taking the Academic Integrity Matters courses in class and then adjusting the content of the Academic Integrity Maters modules appropriately. UBCO's Academic Integrity Facilitator will also be reaching out to Faculty members to integrate modules into specific courses. The Library will also work towards identifying a process to address faculty specific needs and determine the resources needed to develop and support that work in an on-going way.

As mentioned previously, Mr Janke shared that as of June 2022, the Library has been able to use a newly hired Academic Integrity Facilitator to meet the increasing demand for academic integrity support for students. While this valuable position is only funded to the end of FY23/24, there will be consideration on how to sustain it in the longer-term.

Lastly, Mr Janke's presentation highlighted the Library's priorities with respect to researcher engagement. In 2023, the Library was able to hire two graduate students through Excellence funding for the Research Data Consultant position at the CSC. This allowed the expansion of workshops to examine approaches to working with research data including systems for data visualization, modelling, statistical analysis, and many other topics related to preparing and analyzing research data from a broad spectrum of disciplines.

Mr Janke also highlighted the Research Excellence Workshop Leader Initiative (REWLI). Delivered in partnership with the College of Graduate Studies with the Centre for Scholarly Communications, this initiative aims to leverage the diverse skillsets that graduate students

acquire during their degrees and couple it with an experiential opportunity to engage in workshop development and formalized teaching and learning opportunities.

It is envisioned that graduate student interest will be in the development and delivery of workshops in an array of computational skills, including data and statistical literacies, writing skills, and communication strategies.

Mr Janke thanked the Senate for the opportunity to share the Library's initiatives and activities over the past year, and noted that he is available via email or Zoom should senators have questions or concerns.

> Senator McNeil commented that in the past, there has been discussion of the financial stress on the Library's budget due to the increasing cost of acquiring materials from the major journal publishing houses, and asked Mr Janke whether the trend continues or if there has been any discussion of this on the academic side.

Mr Janke responded that libraries across the province, and across Canada, have been working collaboratively to address these issues, and recently there has been a deceleration in the price increases. He added that academics should be encouraged to publish open access where they can, and that the Library has made a request for increased budget to keep up with inflation.

> Senator Cioe expressed his thanks for the work of the Library and the supports available in the context of accessing databases that can be used for research projects at the undergraduate level and highlighted the importance of developing open source resources. He added his thanks to the librarians and library staff who spend countless hours doing literature reviews and noted their expertise in finding resources that make it possible to write a literature review that is comprehensive and complete.

> Senator Ebl echoed Senator Cioe's comments and thanked Library staff for their work. She commented she is very supportive of open source, particularly in the classroom. She noted that as a Joint Faculties representative who advocates for those who have precarious employment or short-term contracts, she wished to draw attention to the fact that many of these individuals wish to contribute to the development of open source materials but also needed opportunities for secure employment. Many members who do not have job security may not feel comfortable to support or to contribute to open source materials even though they may have materials that would be very useful.

> Senator DiLabio commented on the Library's support of academic integrity, noting that it is very important work on behalf of the Faculties across campus and that he hopes this will continue into the future. He then asked if the Invigilation Centre, which was piloted this year, was supported through the Library. Senator DiLabio commented that he was disappointed that funding for the Centre did not continue beyond the pilot year. He noted that the service it provides is very valuable across the campus and supported the health and well-being of students and faculty members.

Mr Janke responded that the Library only provided the space for the Centre. Senator Berringer, the former Chief Librarian, added that the current funding cycle did not permit the continuation

of the pilot. There was also minimal data available due to the timing of the program, though it is being evaluated to determine whether some of the services can be supported. She added the invigilation itself was done by the Disability Resource Centre while the Provost's Office help coordinate and deliver the program. Senator Berringer added that she is hopeful that in the coming year, increased budget will be available to support more initiatives than was possible in the past.

Report from the Registrar

2023 OKANAGAN SENATE STUDENT AND BOARD OF GOVERNORS ELECTIONS

The Registrar outlined the results of the 2023 Okanagan Student Senate and Board election results, and reported that all student positions on Senate are now filled.

2023-2026 TRIENNIAL ELECTION RESULTS

The Registrar outlined the results of the third set of election results for the 2023-2026 triennium. An election will be held for two (2) representatives of the Faculty of Arts and Social Sciences and one (1) representative from the Faculty of Health and Social Development. Polls are scheduled for May 8-May 19.

Other Business

Senator Ebl mentioned that the search for the next UBC Chancellor is underway and is running concurrently with the Presidential search. In response to a question from Dr Cormack, Senator Ebl confirmed that it was not likely that the University's next Chancellor will be in place before the confirmation of the incoming University President.

With respect to a question from Senator Hafiz, the Registrar confirmed that in 2023, the National Day for Truth and Reconciliation will be observed on Monday, 2 October 2023, as per the

standard provincial and UBC approach to observing statutory holiday falling on Saturday or Sunday on the following Monday.

Adjournment

Seeing no other business, the meeting was adjourned at 4:50 p.m.

THE UNIVERSITY OF BRITISH COLUMBIA

Appendix A: Curriculum Report

a.   From the Faculty of Education

   i.   Revised Certificate Requirements: Post-Baccalaureate Certificate and Diploma

b.   From the Faculty of Arts and Social Sciences

   i.   New Course: GWST 295

   ii.   New Course: HIST 384

   iii.   New Courses: 593, 596

c.   From the Faculty of Science

   i.   New Subject Code: FWSC – Freshwater Science

   ii.   New Equivalency: BIOL/FWSC 375

   iii.   New Course: MATH 222

   iv.   Discontinued Course: MATH 429

   v.   New Equivalencies: MATH 427/527, MATH 428/528, MATH 464/564, MATH 465/565

   vi.   New Courses: STAT 203, 205

   vii.   Revised Program Requirements: Major in Psychology (BSc)

   viii.   Renumbered Course: STAT 324

THE UNIVERSITY OF BRITISH COLUMBIA

Office of the Senate
University Centre | UNC 322
3333 University Way
Kelowna, BC Canada V1V 1V7
www.senate.ubc.ca/okanagan

18 May 2023

To: Okanagan Senate

From: Senate Academic Building and Resources Committee

Re: **Annual Report** (information)

Please find attached the 2022-2023 Annual Report of the activities of the Senate Academic Building and Resources Committee.

For the Committee,

Dr. Peter Arthur
Chair, Senate Academic Building and Resources Committee

THE UNIVERSITY OF BRITISH COLUMBIA

Senate Academic Building and Resources Committee

Report to Senate – 18 May 2023

Committee Background and Terms of Reference

The mandate and responsibilities of the Senate Academic Building and Resources Committee are set out in its terms of reference:

> *Responsible for recommending the following to Senate:*
>
> - *An annual report outlining the work of the Committee and the physical and budget resources available for the development and maintenance of the campus.*
>
> *Delegated authority over the following by Senate:*
>
> - *Reviewing, raising issues, and monitoring the implementation of the Campus Master Plan;*
>
> - *Recommending priorities on new academic buildings with consideration for the needs of academic and non-academic buildings, balance between type of teaching spaces, and relationship to physical plant and planning; and*
>
> - *Reviewing and raising issues regarding the impact of every development, whether building or landscape, on the total teaching and academic resource.*

Alongside the responsibilities set out in its terms of reference, the Senate Academic Building and Resources Committee also serves as the Okanagan sub-committee of the Council of Senates Budget Committee and is responsible for fulfilling the mandate of the Council of Senates Budget Committee on the Okanagan campus. The terms of reference of the Council of Senates Budget Committee are as follows.

> *The Budget Committee shall:*
>
> > *[M]eet with the President and assist in the preparation of the University budget; and make recommendations to the President and to report to the Okanagan and Vancouver Senates at least annually concerning academic planning and priorities as they relate to the preparation of the University budget.*
>
> *In advising the President on the University budget, the Budget Committee may request information on any of the University's fund accounts.*

The complete Council of Senates Budget Committee includes representation from both campuses. The full Budget Committee has not met during the 2021-2022 Academic Year, leaving fulfilment of its terms

THE UNIVERSITY OF BRITISH COLUMBIA

of reference to the Senate Academic Building and Resources Committee, and its counterpart on the Vancouver campus.

Activities

During the 2022-23 academic year, the Committee met on seven occasions. The agendas for each meeting were set through the collaboration of the Committee Chair, the Deputy Vice-Chancellor and Principal, and the Associate Vice-President, Finance and Operations to ensure that items that are a priority for the committee and for the two vice-presidential offices are brought forward. The Deputy Vice-Chancellor and Principal, Provost and Vice-President Academic, Associate Vice-President, Finance and Operations and the Director, Integrated Planning and Chief Budget Officer also regularly attended committee meetings.

The topics addressed by the Committee during the 2022-23 academic year include the following:

Meeting Date	Subject	Presenters and Guests
12 October 2022	Financial Overview Refresher Presentation UBC Space Management Policy – Draft	Committee Discussion
7 November 2022	Student Affordability Task Force (SATF) Proposed Management of UBC-Controlled Land, Buildings, and Infrastructure Policy UBCO Prescribed Interest Rate Loan (PIRL) & Down Payment Assistance (DPA)	Dale Mullings Karen Choi Mark Crosbie Alex Bayne Rob Einarson
13 December 2022	Budget Update: State of the Union Space Audit Update	Rob Einarson Manon Harvey Rob Einarson Aaron Mogerman Natalie Walliser
13 February 2023	UBC Okanagan Fiscal Year 2024 February Budget Update	Rob Einarson Manon Harvey

THE UNIVERSITY OF BRITISH COLUMBIA

13 March 2023	UBC Okanagan Capital Prioritization	Nathalie Walliser Natalie Wagorn Barbara Gordon John Metras Rob Einarson
	Academic Spaces at UBC	Brad Wuetherick
10 April 2023	Interdisciplinary Collaboration and Innovation (ICI) Building	Janet Kalesnikoff Phil Barker Natalie Walliser
8 May 2023	Properties Trust	Rob Einarson
	Tuition Allocation Model	Manon Harvey Valerie Nichol

Committee Comments

- The Committee appreciated the transparent engagement on the budget process and how comprehensive and detailed the documentation received. As the Committee's terms of reference state, the Committee was able to help with preparation of the budget by providing feedback to senior administration through fulsome discussion.
- The Budget was presented to Senate in February. Highlights include priority investments in the following areas:
    a. People and Places
    b. Research Excellence
    c. Transformative Learning
    d. Local and Global Engagement
    e. Sustainment/Risk/Compliance Actions
- One focus of the Committee was on both undergraduate and graduate students and how the budget impacts them.

Future Committee Topics

- Non-Ad-Hoc Scheduling
- Living Wage Policy

THE UNIVERSITY OF BRITISH COLUMBIA

18 May 2023

To: Okanagan Senate

From: Okanagan Senate Academic Policy Committee

Re: Naming Policy (GA6)

This is a Joint Policy held by the Okanagan Senate, Vancouver Senate and Board of Governors. The proposal to amend the Policy is attached hereunder.

The Okanagan Academic Policy Committee considered the proposed amendments to the Naming Policy on 2 December 2022. The Office of University Counsel published a notice of the proposed amendments and invited community feedback on the Policy proposal. The comment period remained open from December 19, 2022 until February 15, 2023 and the Consultation Summary is attached for reference.

The Naming Policy proposal was supported and recommended by the Policy Development Committee, the Responsible Executive for the Naming Policy, being the Vice-President, External Relations, the Vice-President Development and Alumni Engagement, and the University Counsel.

The Okanagan Senate Academic Policy Committee considered the proposal to amend Naming Policy (GA6) on 5 May 2023 and the following is recommended to Senate:

Motion: *"That Senate approve amendments to the Naming Policy (GA6)."*

Respectfully submitted,

Dr. Jan Cioe, Chair
Senate Academic Policy Committee

![UBC logo](THE UNIVERSITY OF BRITISH COLUMBIA)
THE UNIVERSITY OF BRITISH COLUMBIA
Office of the University Counsel

Old Administration Building, Room 240
6328 Memorial Road
Vancouver, BC, Canada V6T 1Z2

Phone 604 822 1897
Fax 604 822 8731

Date	April 21, 2023
To	UBC Okanagan Senate Academic Policy Committee UBC Vancouver Senate Academic Policy Committee
Copy to	Robin Ciceri, Vice-President, External Relations, the Responsible Executive for the Policy Heather McCaw, Vice-President, Development and Alumni Engagement Andrea East, Policy Development Committee Chair (External Counsel)
From	Hubert Lai, K.C., University Counsel *HL*
Subject	Proposed Policy Amendment – Naming Policy (GA6)

EXECTUTIVE SUMMARY

Following the Vancouver and Okanagan Senate Academic Policy Committees' ("SAPCs") consideration of the proposed amendments to the Naming Policy on November 21 and December 2, 2022, the OUC published a notice of the proposed amendments and invited community feedback on the Policy proposal. The comment period remained open from December 19, 2022 until February 15, 2023.

Calls for comments were also published in the January 17 and 31, 2023 versions of UBC Today, the weekly newsletter that is published on UBC's publicly-facing website and which is also distributed by email to all UBC faculty members and staff. Email notices were also sent on December 20, 2022 to everyone on the open self-service subscription service maintained by the OUC, which includes representatives from the Alma Mater Society, the Graduate Students Society, and all employee associations and unions (other than BCGEU child care and BCGEU Okanagan, who have elected not to receive subscription emails).

The OUC received responses from a faculty member, UBC Equity & Inclusion Office, UBC Finance and Operations for both the Vancouver and Okanagan campuses, the Vancouver Senate Teaching and Learning Committee, the Okanagan Senate Learning and Research Committee, the Naming Committee, and the SAPCs. The Policy Development Committee that was constituted to develop the proposed amendments to the Naming Policy was reconvened to consider the feedback and to adjust the Naming Policy proposal as appropriate.

A table setting out the community input that was received and the Policy Development Committee's response to each comment can be found in Appendix 1. The full text of the Naming Policy proposal, highlighted to show changes from the version that was published for consultation is attached as Appendix 2.

The key changes that have been made to the Naming Policy and associated Procedures in response to the community feedback are as follows:

1. Section 5 of the Procedures dealing with the Naming of Academic Units was revised to:

Page 2

      a. ensure that the ad hoc panel will include a broadly representative group of faculty, staff and students from the Academic Unity being named, selected by the Provost in consultation with the Academic Unit; and

      b. to clarify that the ad hoc panel's recommendation will be included in the Provost's report to the President.

2. Sections 10.4.9 and 15.6.2 of the Procedures were revised to ensure the membership of the Naming Committee, and ad hoc committee appointed for consideration of a Community Proposal, respectively, will include individuals whose roles involve advancing inclusive excellence or Indigenous reconciliation.

3. Refinements were made to several sections to improve and clarify:

       a. the principles for naming decisions;
       b. the separation of academic and operational decisions from naming decisions;
       c. the importance of UBC's values, institutional autonomy and academic freedom;
       d. the approval process for the naming of Activities;
       e. the references to appropriate UBC positions;
       f. the use of non-binary Latin terms; and
       g. the definitions of Asset and Naming.

The proposal is now being brought back to the SAPCs to recommend to the Vancouver and Okanagan Senates approval of the amendments to the Naming Policy (GA6) in the form set out in Appendix 3, effective July 7, 2023. The proposal is also being brought back to the People, Community & International Committee to recommend to the Board of Governors approval of the proposed amendments.

The Naming Policy proposal is supported and recommended by the Policy Development Committee, the Responsible Executive for the Naming Policy, being the Vice-President, External Relations, the Vice-President Development and Alumni Engagement, and the University Counsel.

APPENDICES
1. Summary of Community feedback and Policy Development Committee recommendations
2. Blackline showing all changes from the proposal submitted for community consultation
3. Proposed Naming Policy and Procedures being presented for Senate approval

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
1.	**Comment suggesting additional terms** The Vancouver Senate Teaching and Learning Committee suggested that the Policy should Include an explicit charge to the Naming Committee to consider/adhere to the values set out in the Policy.	General	UBC persons are required to comply with all UBC policies. The Naming Committee is established under the Policy and must make recommendations in accordance with the Policy. Therefore, the Committee determined this addition was not necessary.
2.	**Comment suggesting additional terms** The Vancouver Senate Teaching and Learning Committee suggested that the Policy should state that once an asset is named, it is not named in perpetuity.	General	Naming is normally subject to legal agreements with donors, that must be in writing in the standard form approved by the Office of the University Counsel as set out in section 11.3 of the Procedures. The agreements will normally include the specifics of a naming opportunity, and must be reviewed in the context of any change or removal. Section 11.6 of the Procedures includes the limitation of "useful life" for Philanthropic naming of a Place, Interior Space or Other Physical Asset.Therefore, the Committee determined that no change was necessary.
3.	**Comment on terminology** The Naming Committee commented that the term "community" is not defined.	General	The Committee discussed that the terms "community" and "UBC community" are widely used in UBC Policies and it is intended to be a broad and inclusive term that did not require a definition.
4.	**Comment suggesting additional criteria for naming decisions** The Equity & Inclusion Office suggested including "equitable" in section 2.2.1 "creating a welcoming and inclusive environment at UBC"	2.2.1	The Committee considered the use of the term "welcoming and inclusive" throughout the rest of the Policy and whether this would require additional changes. The Committee decided that "welcoming and inclusive" in the context of naming was sufficient.

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
5.	**Comment suggesting additional criteria for naming decisions** A faculty member suggested including "honouring academic or research excellence" in the list of criteria for naming decisions.	2.2	The Committee supported this suggestion and noted that it reflects existing naming at UBC. The Committee discussed that "academic" includes "research" and recommended including "honouring academic excellence".
6.	**Comment suggesting additional criteria for naming decisions** The UBC Equity & Inclusion Office suggested including "employee" to section 2.2.6 "impacting student experience.	2.2.6	The Committee discussed the importance of including the student experience as a separate item and did not support adding employee/staff/faculty to this section. The Committee considered whether staff and faculty experience should be added to the criteria and decided this was already covered by "creating a welcoming and inclusive environment at UBC" and "honouring exemplary service'.
7.	**Comment on principles for naming** The Naming Committee suggested re-framing "impacting" student experience with more positive language to match the section.	2.2.6	The Committee supported the change to "enhancing student experience".
8.	**Comment on principles for naming** The Naming Committee commented that referring to "each campus" may not include sites that are not on UBC-V or UBC-O campuses.	2.3	The Committee discussed that each campus has its own stories and sense of identity, and this section also refers to "UBC as a whole" which would cover any other sites.
9.	**Comment requesting clarification** The Okanagan Senate Learning and Research Committee suggested clarification on which "use" is being referred to.	2.4	The Committee discussed that the comment was not clear and reviewed the language of the section. The Committee determined a revision was not necessary.

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
10.	**Comments requesting clarification** Multiple units requested clarity regarding "academic and operational decisions" and how they relate to naming.	2.6	The Committee discussed that this section was intended to make it clear that the decision to proceed with the establishment or creation of an Asset was to be made independently from any decision regarding the naming of that Asset. The Committee decided to rephrase for clarity.
11.	**Comments suggesting additional values** Multiple units suggested including additional values, such as: • Equity and inclusion or inclusive excellence • Indigenous engagement & reconciliation • Anti-racism	2.7	The Committee discussed that the references to "institutional autonomy" and "academic freedom" were taken from the existing Policy and are fundamental values for universities. The Committee discussed that these are important values to state; however, the Committee supported a revision to avoid calling out specific values over others and to include a reference to UBC's values.
12.	**Comments suggesting additional factors for naming decisions** A faculty member suggesting Including avoidance of conflict of interest as an additional factor for naming decisions.	3	The Committee considered possible scenarios that could give rise to a conflict of interest and determined that would be rare. The Committee referred to the UBC COI Policy (SC3) which requires UBC persons to disclose their conflict before engaging in any activity giving rise to the conflict (section 3.1.4), including where a UBC person has influence over a decision about a proposed relationship between UBC and an entity in which the UBC person has a role. Since UBC persons are required to comply with all UBC Policies a conflict scenario is best handled under Policy SC3 and not included in this Policy.
13.	**Comment suggesting deletion** The Okanagan Senate Learning and Research Committee suggested the removal of "best interests of UBC" as a factor for considering naming decisions.	3.1	The Committee discussed that naming decision should be made in the best interests of UBC and referred to section 2.1. The Committee also reviewed section 2.1 and recommended a change to section 2.1 for clarity.

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
14.	**Comment on factors for naming** The Naming Committee commented on whether the Policy should prohibit ideological naming, considering the religious colleges.	3.3	The British Columbia University Act, R.S.B.C. 1996, c. 468, states that a "university must be non-sectarian and non-political in principle" (s. 66(1)). The University Act further states that despite subsection (1), a theological college incorporated in British Columbia may be affiliated with a university under a resolution or order made by the Council of Senates and approved by the Board of Governors (s. 66(2) read together with s. 38.2(4)). The granting of affiliation means that the college meets the criteria for affiliation established by the University of British Columbia but does not imply any scrutiny or approval of the course offerings of the affiliate college by the Senate. The theological colleges affiliated with UBC are separate legal entities and not subject to this Policy. Therefore, the Committee determined that no change was required.
15.	**Comment requesting clarification** The Okanagan Senate Learning and Research Committee commented that use of the term "unless" was ambiguous and asked under what circumstances would an agreement not be in writing or not refer to the policy.	4.2	The Committee reviewed the section and discussed that most Wills do not include reference to UBC policies and that the requirement is that exceptions must be reviewed by OUC and approved by the Responsible Executive. Therefore, the Committee determined that no change was required.
16.	**Comments suggesting regular review process for all names at UBC.** Multiple units commented that there should be a regular review process for all naming.	5	The Committee considered the resources that would be required for this review process and determined that the process provided for in the Policy with regard to change or removal of names was sufficient and no change was necessary.

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
17.	**Comment suggesting additional representation** The Okanagan Senate Learning and Research Committee suggested representation from the Vancouver Senate Teaching and Learning Committee to replace the Tributes Committee	5.3 and 6.2 of the Procedures	It was noted that the Vancouver Senate Teaching and Learning Committee did not request representation in its feedback and therefore no change was necessary.
18.	**Comments on selection of ad hoc panel** Multiple units commented on the selection of the ad hoc panel as follows: • Minimum number of members of the academic unit required to serve on the ad hoc panel. • Process by which the ad hoc panel will be selected (appointment by Provost or elected by members of the academic unit, in consultation with the unit head). • Process to ensure selection is representative of the academic unit and to secure consensus of the academic unit as a whole. • Who are "members" of the Academic Unit, does this include students?	5.5 of the Procedures	The Committee discussed that there should be no minimum number of members on the ad hoc panel in order to accommodate a wide range of Academic Units and that the language requires that the members be broadly representative of the Academic Unit. The Committee discussed that the process for selection of the ad hoc panel should be flexible and the process should be determined by the Provost in consultation with the Academic Unit. The Committee recommended changes to the section on this point. The Committee discussed that student representation would be important and the selection process should allow for student participation where appropriate. The Committee recommended changes to the section on this point.
19.	**Comment suggesting majority vote** The Vancouver Senate Academic Policy Committee suggested that the ad hoc panel should vote on the Naming proposal.	5.5 and 5.6 of the Procedures	The Committee discussed that the ad hoc panel only needed to provide their recommendation to the Provost and that could include an unfavourable recommendation. Therefore, no change was necessary.

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
20.	**Comment suggesting revision** The Vancouver Senate Academic Policy Committee suggested that the section be revised to refer to support of the Ad Hoc Committee rather than the Academic Unit.	5.6 of the Procedures	The Committee discussed that the Provost's report to the President should include the recommendations of the ad hoc panel and recommended changes on this point.
21.	**Comments requesting clarity** Multiple units requested clarification for the approvals of naming of Activities, in particular those Activities that are for less than 5 years.	7.2 to 7.6 of the Procedures	The Committee discussed the complex language of these section and recommended changes for clarity.
22.	**Comment to restrict likenesses** The Vancouver Senate Academic Policy Committee suggested a restriction to exclude likenesses in the case of living persons	8.2 of the Procedures	The Committee discussed the requirement that Likenesses would only be used in the most exceptional of circumstances and preferred to retain the existing language for flexibility.
23.	**Comment in support of proposal with recommendation regarding appropriate contacts for approval of outdoor Markers** The Finance and Operations Portfolio (Vancouver) recommended changing the position of Managing Director, Infrastructure Development with Associate Vice-President, Facilities (a new position with broader overview and equivalent of other positions in this section).	8.4.3 of the Procedures	The Committee supported this change.

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
24.	**Comment regarding roles/practice areas of committee members** The Equity & Inclusion Office expressed a concern that the language "or other strategic priorities" may result in no committee members being well-versed in inclusive excellence or Indigenous reconciliation.	10.4.9 and 15.6.2 (d) of the Procedures	The Committee discussed that the language was intended to be flexible to react to workloads, people, and emerging issues; however, the Committee recommended a revision to ensure appropriate membership for individuals with roles involving inclusive excellence or Indigenous reconciliation.
25.	**Comment on the composition of the Naming Committee** The Finance and Operations Portfolio (Okanagan) commented that some position have a specific campus listed, and asked whether the positions that do not list a specific campus could be appointments from either campus.	10.4 of the Procedures	The Committee discussed which positions are already campus specific, or provide the function for both campuses and decided to add clarification for the AVP Campus and Community Planning (UBC Vancouver).

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
26.	**Comment suggesting inclusive/non-binary language** The Equity & Inclusion Office recommended the use of non-binary language "alum" and "alums".	10.4.10, 15.6.2(e), and 15.6.4 of the Procedures	The Committee supported a revision to follow the UBC Editorial Style Guide for UBC Communicators and use "alum" as the preferred non-gender-specific individual term and "alumni" for a group. The Committee also considered the use of the term "emeriti" and was informed by the following excerpt from UBC Emeritus College: "Some emeriti have contacted our office to ask why we are named an 'emeritus college' rather than an 'emeriti college'. We all recognize that the word emeritus is of Latin origin. Sometimes it behaves as a Latin adjective, positioned after its noun and inflecting for gender and number, as in Professor Emeritus, Professor Emerita, Professors Emeriti, Professors Emeritae. These terms function as titles, analogous to Governor General. Emeritus entered English in the mid 18th century and is by now fairly well integrated into English, included in dictionaries as an adjective. Like other English adjectives, it is positioned before the noun and does not inflect for gender or number, hence 'emeritus professors' and 'emeritus college'."
27.	**Comment on terminology** The Naming Committee commented that the term "End of life" may not be appropriate if the agreement with respect to the Naming is for a specific time period.	11.6 and 15.3 of the Procedures	The Committee discussed the limitations in the Policy related to "useful life" and any specific naming term would be covered in the applicable agreement taking into consideration the remaining useful life of the Asset. Therefore, no change was necessary.

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
28.	**Comment on additional considerations for honourary naming** The Naming committee commented that the term "exemplary service" vague, and asked if there were any guidelines or if this was an intentional choice, in which case it was acceptable.	12.1 of the Procedures	The Committee stated the wording was an intentional choice and no change was necessary.
29.	**Comment regarding gift agreements** The Vancouver Senate Academic Policy Committee suggested a revision to affirm that Section 15.2 permits the University to revisit the naming clauses in a gift agreement for the purpose of changing or removing the name of a building without violating the terms of the agreement.	15.2 of the Procedures	The Committee discussed the terms of the agreements related to naming and whether they include specific reference to allowing name changes or compliance with UBC Policies. The Committee noted that each agreement must be reviewed in the context of changing or removing a name as stated in the section. Therefore, no change was necessary.
30.	**Comment suggesting revision** The Naming Committee suggested a revision to make it clear that recognition for earlier donors for a renovated/replaced Place is for building naming only and continued naming in the new building is NOT expected (unless there is a new gift) and suggested reference to specific forms of recognition.	15.3 of the Procedures	The Committee discussed the language of the section that refers only to "recognition" for earlier donors where practical and appropriate. The Committee stated that the section does not refer to any Naming for earlier donors and preferred not to specify the form of any recognition that earlier donors might receive.
31.	**Comment suggesting additional representation** The Okanagan Learning and Research Committee suggested including the Okanagan counterpart positions.	15.6.2 (b) and (c) of the Procedures	The Committee discussed that VP DAE covers both campuses and that there is no direct counterpart to UBC Campus and Community Planning; however, this would fall under the AVP Finance and Operations mandate and could be added, as applicable.

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
32.	**Comment suggesting revised definition of Asset** The Vancouver Senate Teaching and Learning Committee suggested a broader definition that considers what is an asset from a Truth and Reconciliation perspective.	17.4 of the Procedures	The Committee discussed the comment from the Teaching and Learning Committee and whether a change could be made to the definition to reflect a broader understanding of an asset. The Committee discussed that the Policy attempts to address Truth and Reconciliation and requires engagement and opportunities for Naming to advance reconciliation, as well as the potential for removal of names. The Committee discussed the concepts of ownership and stewardship of various types of assets that could be involved in a naming opportunity and decided to simplify the definition to include assets capable of naming that may not be assets "of UBC". The Committee also decided to revise the definition of Naming in section 17.12 to account for the removal of certain language in 17.4 and to reflect section 2.6 of the Policy regarding the timing of a naming in relation to academic and operational decisions regarding the asset to be named.
33.	**Question** The Naming Committee asked who would have access to reports and whether confidentiality would be subject to freedom of information?	General	The Committee referred to the various sections of the Policy that set out the confidentiality requirements and noted that any freedom of information requests are handled by the UBC FOI office in accordance with applicable legislation.
34.	**Question** The Naming Committee asked whether the Policy applies to working/development names?	General	The Committee discussed that the Policy applies to Assets once they exist and that working names are very basic and would not require the same process as a prominent name of an Asset.

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
35.	**Question** The Finance and Operations Portfolio (Okanagan) asked the questions: • Does the policy cover buildings not owned by UBC (UBC Properties Trust, Robson Square, Residential Neighbourhoods, Kelowna Downtown Project)? • What is covered by the Policy? Functional Names? Non-honourific names? • Does the policy cover short term (5 year) corporate sponsorship (e.g. Royal Bank Centre)? • The Finance and Operations Portfolio (Okanagan) asked whether this section included "non-honourific" naming of spaces?	1.1 3.3 and 3 of the Procedures	The Committee referred to section 1.1.1 which states the Policy covers all naming at UBC, including functional (non-honourific) names, and determined that the Policy does not require clarification.
36.	**Questions** The Finance and Operations Portfolio (Okanagan) asked the following questions: • In past discussions, use of Indigenous language has been described as being "Gifted a Name", does this follow the same procedure as any other naming, including committee approval? • When will naming reflect Indigenous language? • Should 14.2 have stronger language?	2.4 14.2 of the Procedures	The Committee discussed that the language in the Policy is intended to be broad and flexible in order to cover these issues and allow for the process to evolve, while following UBC's Indigenous engagement policies, agreements, and plans in place at the time. Each Naming decision will follow the procedure set out in the Policy including the Engagement section in Procedures section 14.

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
37.	**Question** The Finance and Operations Portfolio (Okanagan) asked what happens when an Academic Unit in a named place or space moves to another place or space, does the name move with it?	5 15 of the Procedures	The Committee confirmed it is the place or space that is named, which is separate from the Academic Unit. Changes to the naming of the place or space would follow the Policy.
38.	**Question** The Equity & Inclusion Office asked whether an honouree can request a change to reflect a change to their name?	5.1 15.1 of the Procedures	The Committee discussed that the Policy covers donor requested changes and consultation with honourees and allows for this request to be considered without being specifically stated in the Policy. It was noted that the standard procedure is to obtain approval from honourees before Naming approval is sought.
39.	**Question** The Finance and Operations Portfolio (Okanagan) asked whether this section should this refer to multiple academic units, where more than one unit is involved?	5.2.1 of the Procedures	The Committee determined that sections 5.2.2, 5.2.3, and 16.2 in particular provide for interpretation of the policy where multiple academic units are involved and that no clarification was required.
40.	**Question** The Finance and Operations Portfolio (Okanagan) asked if this Policy relates to the new Space Management Policy and whether there was overlap or sequence of approvals?	8.4, 8.5, and 8.6 of the Procedures	This question was forwarded to the Policy Development Committee for the Space Management Policy. The Committee decided no clarification was required in this Policy.

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
41.	**Questions** Multiple units raised the following questions: • Is there a required number of people to submit a request to change or remove a name? • Does the number of people requesting the change or removal play a role? • Could a community proposal be made to change functional names?	15.4 of the Procedures	The Committee discussed that a Community Proposal should be evaluated on its merits and there is no minimum requirement for submissions or support. The Committee also discussed that a Community Proposal could be made to change a functional name and it would be reviewed on the merits of the submission.
42.	**Question** The Finance and Operations Portfolio (Okanagan) asked whether this section meant that a business could donate to honour an individual person, but not use the business name as the approved name?	11.4 of the Procedures	The Committee discussed that this restriction was clear in its application for Philanthropic Naming of Academic Units and buildings that house Academic Units and therefore no change was necessary.

The University of British Columbia **Board of Governors**	**Policy No.:** **GA6**
Long Title: Naming (Joint Senate and Board Policy)	
Short Title: **Naming Policy**	

Background and Purpose:

UBC recognizes the integral importance of names in creating a welcoming and inclusive environment at UBC and advancing Indigenous reconciliation, as well as the importance of names in recognizing exemplary service and expressing gratitude for philanthropy. UBC uses names to strengthen UBC and its sense of heritage and connection to the community. Names have the potential to be in place for a very long time, resulting in lasting impact on UBC. Also, UBC sometimes recognizes contributions of particular people by prominently displaying their name or likeness, such as through tribute markers, statuary, or portraiture, in the campus environment, and those forms of recognition are also addressed by this Policy.

The purpose of this Policy is to set out clearly articulated standards for decisions regarding naming.

1. **Scope**

    1.1   This Policy applies to:

    1.1.1   all names at UBC, including names of UBC's places, spaces, other physical assets, academic units, awards, honorifics, and activities; and

    1.1.2   the prominent display of a name or likeness of an honouree in UBC's campus environment, which will be deemed to be a naming for the purposes of this Policy.

2. **Principles for Naming Decisions**

    2.1   When making naming decisions, UBC will consider ~~the~~its best interests ~~of UBC~~, conduct due diligence, and consider the principles and factors described in this Policy.

    2.2   UBC will strive for an appropriate balance between all the roles that naming plays and all the benefits that naming can bring to UBC, including, but not limited to:

    2.2.1   creating a welcoming and inclusive environment at UBC;

    2.2.2   advancing Indigenous reconciliation;

2.2.3   advancing UBC's strategic objectives;

2.2.4   honouring exemplary service;

2.2.5   honouring academic excellence;

2.2.6   ~~2.2.5~~ expressing gratitude for philanthropy;

2.2.7   ~~2.2.6 impacting~~enhancing student experience;

2.2.8   ~~2.2.7~~ fostering UBC's sense of identity;

2.2.9   ~~2.2.8~~ preserving UBC's stories; and

2.2.10   ~~2.2.9~~ being functionally descriptive.

2.3   UBC will consider naming in the context of each campus and UBC as a whole.

2.4   UBC has a stated strategic priority to enrich UBC's campus landscape with a stronger Indigenous presence. UBC will explore, through engagement, naming opportunities to use words from the language(s) of the Indigenous nation(s) upon whose traditional, ancestral territories UBC's place or space to be named is located, where that use is supported by the applicable Indigenous nation(s). UBC will follow the engagement process set out in the Procedures when naming may include words of any Indigenous language.

2.5   Stories connect the names used at UBC to the people within UBC's community and provide opportunities for education. The stories of the names reflected in UBC's places, spaces, other physical assets, academic units, awards, honorifics, and activities, whenever feasible, should be easily accessible to UBC's community and the general public.

2.6   Independent from any decision regarding naming, UBC will make decisions regarding the creation or establishment of an Asset in accordance with established academic and operational ~~decisions in keeping with UBC's established practices and academic purposes, and those decisions will be made independently from any decisions regarding naming~~criteria.

2.7   Namings at UBC must be consistent with ~~UBC's values, with particular attention to UBC's values regarding~~ academic freedom ~~and~~, institutional autonomy, and UBC's values.

3.   Factors for Naming Decisions

3.1   When considering the best interests of UBC in connection with approving a name, UBC may consider any factors that it determines are appropriate in the circumstances, which will normally include the following:

3.1.1   whether the proposed naming is consistent with the principles set out in this Policy;

3.1.2   UBC's purpose, values, and strategic priorities;

3.1.3   the results of any engagement between UBC and the Indigenous nation(s) upon whose traditional, ancestral territories the place or space to be named is located, which may be an engagement regarding a specific name or a broader naming opportunities plan which includes the name being considered, as applicable;

3.1.4   the prominence and role of the name, including the level of visibility of the name within UBC and outside of UBC;

3.1.5   how the name might impact the perception of UBC and UBC's purpose and values by UBC's community;

3.1.6   whether the name will create an association that supports the reputation of UBC;

3.1.7   the results of any due diligence investigation, including historical review if applicable;

3.1.8   where the naming is in connection with recognition of service, whether the recognition is consistent with other namings to recognize exemplary service; and

3.1.9   how the name may be used by UBC's community, including possible short-forms and nicknames.

3.2   UBC will normally consider the following additional factors where the naming is connected with philanthropy and, when considering those factors, UBC will preserve the confidentiality of any information that UBC is required to keep confidential or has a normal practice of keeping confidential:

3.2.1   whether the terms in the applicable legal documentation are consistent with UBC's standard templates, and if not, whether those inconsistencies are appropriate; and

3.2.2   whether the gift and the prominence of the naming are consistent with general philanthropic trends.

3.3   UBC will not engage in naming which creates the impression that UBC endorses a commercial product or a partisan political or ideological position. Names will not include any design trade-marks, slogans or logos.

4.   Documentation

4.1   All naming which refers to a living identifiable individual must be supported by written consent to the use of the name from that individual. Naming which refers to a deceased identifiable individual requires prior consultation with the individual's legal representative if one exists.

4.2   Arrangements with donors which deal with naming must be in writing and state that the naming is subject to this Policy, unless otherwise approved by the Responsible Executive after consultation with the Office of the University Counsel.

5.   Changes to Names

5.1   UBC may change names where those changes are in the best interests of UBC, which will be considered in the context of the principles and factors described in this Policy to the extent they are applicable in the circumstances, and any other factors relevant in the context. Without limiting the generality of the foregoing:

   5.1.1   UBC may, at any time and for any reason, change or augment a name or a part of a name which is functional in nature, even if the name includes words which are intended to honour an honouree;

   5.1.2   UBC will normally endeavour to facilitate donor requested changes to names that UBC has put into place to express gratitude for their philanthropy, provided that the change is permitted under the terms of any legal agreements which are in place between the donor and UBC;

   5.1.3   UBC may change or remove a name of an honouree where UBC is of the opinion that continued association with the name would tend to bring UBC into disrepute;

   5.1.4   UBC may change or remove a name if the naming is to express gratitude for philanthropy and the full amount of the donation is not made; or

   5.1.5   UBC may change or remove a name where the Government of British Columbia advises UBC to terminate the naming pursuant to the government's naming policy.

5.2   Before approving any changes to or removal of a name which recognizes an honouree, UBC will attempt to consult them using the contact information that UBC has in its records.

5.3   Where a name is changed, UBC will endeavour to contextualize the change in an appropriate way so that it does not have the effect of erasing history.

6.   Decisions

6.1   The processes for naming decisions are set out in the Procedures.

**PROCEDURES ASSOCIATED WITH THE
NAMING POLICY**

The President may approve Procedures or the amendment or repeal of Procedures. Such approvals must be reported to the UBC Board of Governors and each Senate at their next regularly scheduled meetings or as soon thereafter as practicable.

1.   Interpretation

1.1   Definitions for terms which are capitalized in these Procedures are set out in section 17.

2.   Naming of Places

2.1   This section 2 applies to the Naming of buildings, complexes of buildings, roads, walkways, playing fields, parks, gardens, agricultural or forestry plots, and other Assets which interface with the outside environment of UBC, referred to as "**Places**", but does not apply to Markers or Likenesses.

2.2   Naming of Places requires the recommendation of the President and the approval by the Board of Governors.

2.3   Campus and Community Planning will seek recommendations regarding the Naming of a Place from:

2.3.1   the Responsible Executive;

2.3.2   the Vice-President, Development and Alumni Engagement; and

2.3.3   if the Naming relates to:

(a)   a Place used by an Academic Unit, the Dean of the relevant Faculty; or

(b)   a Place that is not used by an Academic Unit, the Vice-President who has responsibility for the use or functional purpose of the Place.

2.4   If all of the individuals identified in section 2.3 recommend that the Naming proposal be approved, Campus and Community Planning will forward the proposal to the Naming Committee for consideration.

2.5   The Naming Committee will consider the proposed Naming of a Place in light of the evaluation by Campus and Community Planning and Development and Alumni Engagement and make a recommendation to the President.

2.6   The Naming Committee will include in its recommendation to the President information about whether the recommendation is a Naming to advance Indigenous reconciliation, inclusivity, or other strategic objectives; Functional Naming; Honourary Naming; and/or Philanthropic Naming, as well as background information regarding the context of the Naming and the outcomes of the engagement process.

2.7   Where the Place in question is a Neighbourhood Amenity, any recommendation of the Naming Committee and any recommendation of the President to the Board of Governors shall include a statement as to whether the Chair of the Board of Directors of University Neighbourhoods Association or the Director of University Neighbourhoods Association designated by the Chair for this purpose, as the case may be, supports the recommendation.

2.8   If the President accepts the recommendation of the Naming Committee, the President will forward the recommendation to the Board of Governors for approval.

2.9   UBC Government Relations will oversee the process of securing any approvals that may be required from the provincial government. If any applicable approvals from the provincial government are outstanding, the approval of the Board of Governors will be subject to such government approvals being secured.

3.   Naming of Interior Spaces

3.1   This section 3 applies to the Naming of spaces within buildings, such as classrooms, reading rooms, laboratories, seminar rooms, galleries, recreational courts, lounges, and other Assets which are part of the inside environment of UBC, referred to as "**Interior Spaces**", but does not apply to Markers or Likenesses.

3.2   Naming of Interior Spaces requires the approval of the President.

3.3   Campus and Community Planning will seek recommendations regarding the Naming of an Interior Space from:

3.3.1   the Responsible Executive;

3.3.2   the Vice-President, Development and Alumni Engagement;

3.3.3   if the Naming relates to:

(a)   an Interior Space used by an Academic Unit, the Dean of the relevant Faculty; or

(b)   an Interior Space that is not used by an Academic Unit, the Vice-President who has responsibility for the use or functional purpose of the Interior Space.

3.4   If all of the individuals identified in section 3.3 recommend that the proposal for Naming be approved, Campus and Community Planning will forward the proposal to the

President for approval and forward a report summarizing the details of any approved Naming of the Interior Space to the Naming Committee.

3.5   UBC Government Relations will oversee the process of securing any approvals that may be required from the provincial government. If any applicable approvals from the provincial government are outstanding, the approval of the President will be subject to such government approvals being secured.

4.   Naming of Other Physical Assets

4.1   This section 4 applies to the Naming of all physical assets, including collections of physical assets, referred to as "**Other Physical Assets**", but does not apply to Places, Interior Spaces, Markers, or Likenesses.

4.2   Naming of Other Physical Assets requires the approval of all of the individuals listed in section 4.4.

4.3   Development and Alumni Engagement will seek a recommendation of the proposed Naming of an Other Physical Asset from:

  4.3.1   for an Other Physical Asset used by an Academic Unit, the Dean of the relevant Faculty; or

  4.3.2   for an Other Physical Asset not used by an Academic Unit, the Vice-President responsible for that Other Physical Asset.

4.4   If the individual identified in section 4.3 recommends that the Naming proposal be approved, Development and Alumni Engagement will forward the proposal for approval by all of the following individuals:

  4.4.1   the Responsible Executive; and

  4.4.2   the Vice-President, Development and Alumni Engagement.

4.5   UBC Government Relations will oversee the process of securing any approvals that may be required from the provincial government. If any applicable approvals from the provincial government are outstanding, the approval of the individuals listed in section 4.4 will be subject to such government approvals being secured.

5.   Naming of Academic Units

5.1   Naming of Academic Units requires a recommendation from the Provost to the President, a recommendation of the President to the relevant Senate(s), approval of the relevant Senate(s) and Senate(s) recommendation for approval to the Board of Governors, and the approval of the Board of Governors.

5.2   The Provost will seek a recommendation for a proposed Naming of an Academic Unit from:

5.2.1   where the Academic Unit is a Faculty, the members of the leadership of the Faculty;

5.2.2   where the Academic Unit is within a Faculty, the members of the leadership of that Faculty, the members of the leadership of that Academic Unit, and, if applicable, the members of the leadership of any other unit which is identified by the leadership of that Faculty as being relevant in the reporting structure between the Academic Unit and that Faculty (as an example, a centre which is within a school within a Faculty); or

5.2.3   where the Academic Unit is not within a Faculty, the members of the leadership of the Academic Unit.

5.3   If the individuals identified in section 5.2 recommend that the Naming proposal be approved, the Provost will forward the proposal to the Naming Committee for consideration, which for the purposes of considering a proposed Naming of an Academic Unit will have the following members in addition to the members listed in section 10.4:

5.3.1   if the Academic Unit is a Faculty or within a Faculty, the relevant Dean;

5.3.2   if the Academic Unit is not a Faculty, the administrative head of the Academic Unit;

5.3.3   the Chair of the Senate Academic Policy Committee (Okanagan), as relevant;

5.3.4   the Chair of the Senate Academic Policy Committee (Vancouver), as relevant;

5.3.5   the Chair of the Senate Learning and Research Committee (Okanagan), as relevant;

5.3.6   the Chair of the Senate Tributes Committee (Vancouver), as relevant; and

5.3.7   any other individuals determined by the President.

5.4   The Naming Committee will consider the proposed Naming of an Academic Unit and make a recommendation, which it will forward to the Provost to provide to the President under section 5.6.

5.5   If the Naming Committee recommends that the proposed Naming of an Academic Unit be approved, the Provost will seek ~~the~~ support for the proposed Naming from an ad hoc panel ~~made up~~consisting of a ~~broad~~broadly representative group of ~~not more than 25~~faculty members ~~of~~from that Academic Unit, as well as staff and students, with the members of the ad hoc panel (not more than 25) being selected by the Provost in consultation with the Academic Unit.

5.6   If the Provost recommends that the Naming proposal be approved, the Provost will forward to the President the proposal and the Provost's a report setting out the

Provost's recommendations, the ~~support~~recommendations of the ~~Academic Unit~~ad hoc panel referred to in Section 5.5 and the recommendations of the Naming Committee.

5.7   If the President accepts the recommendation of the Provost that the Naming be approved, the President will forward the recommendation for the Naming of the Academic Unit to the relevant Senate(s) for approval and recommendation to the Board of Governors, and the Senate will forward its recommendation to the Board of Governors for approval.

6.   Naming of Awards and Honorifics

6.1   The Naming of a Student Award is approved as part of the approval of the Student Award under the applicable Senate's policy on Student Awards.

6.2   The Naming of an Award which is not a Student Award is approved as part of the approval of that Award by the relevant Senate, upon recommendation of:

6.2.1   the relevant Dean(s); and

6.2.2   the Chair of the Senate Tributes Committee (Vancouver) or the Chair of the Senate Learning and Research Committee (Okanagan), as relevant.

6.3   The Naming of an Honorific is approved as part of the approval of that Honorific under the Honorifics Policy.

7.   Naming of Activities

7.1   This section 7 applies to the Naming of activities which are not required to be approved by a Senate, such as projects, programs, non-credential courses, lectures, conferences, events, and non-academic centres, referred to as "**Activities**".

7.2   Subject to section 7.6 and section 7.7, Naming of Activities which does not include Philanthropic Naming or Honourary Naming requires the approval of:

7.2.1   for an Activity associated with an Academic Unit, the Dean of the relevant Faculty; or

7.2.2   for an Activity not associated with an Academic Unit, the Vice-President responsible for that Activity.

7.3   Subject to section 7.6 and section 7.7, Naming of Activities which include Philanthropic Naming or Honourary Naming requires the approval of the individuals listed in section 7.5.

7.4   Development and Alumni Engagement will seek a recommendation of a proposed Philanthropic Naming or Honourary Naming of an Activity from:

7.4.1   for an Activity associated with an Academic Unit, the Dean of the relevant Faculty; or

7.4.2   for an Activity not associated with an Academic Unit, the Vice-President responsible for that Activity.

7.5   If the individual identified in section 7.4 recommends that the Naming proposal be approved, Development and Alumni Engagement will forward the proposal for approval to:

7.5.1   the Responsible Executive; and

7.5.2   the Vice-President, Development and Alumni Engagement.

7.6   ~~The~~Unless Section 7.7 applies, the Naming of an Activity where the Naming is intended to be in use for five years or less is to be approved as part of the approval of that Activity by the individual(s) normally responsible for approving~~, unless~~ that Activity.

7.7   The Naming ~~that~~of any Activity which is intended to have significant prominence during the time it is in use~~, in which case the Naming~~ will be approved following the process described in section 7.2 or section 7.3, as applicable, regardless of the length of time the Naming is intended to be in use.

7.8   If there is a question about whether a Naming will have significant prominence, then that question will be determined by the Responsible Executive.

8.   Markers and Likenesses

8.1   This section 8 applies to all:

8.1.1   tribute markers, plaques, medallions or other markers, inside or outside, usually installed as recognitions of distinction or benefactions, referred to as "**Markers**", other than a signage commemorating the approved Naming of a Place, Interior Space or Other Physical Asset. Markers may be a collection of recognitions such as a donor wall or other display; and

8.1.2   likenesses of identifiable individuals installed as focal pieces, such as statues or large images, whether indoors or outdoors, in connection with recognition for service or philanthropy, referred to as "**Likenesses**".

8.2   Likenesses will only be used as a form of recognition in the most exceptional of circumstances.

8.3   Development and Alumni Engagement will forward a proposal for an indoor Marker or an indoor Likeness for approval by:

8.3.1   the Associate Vice-President, Development and Alumni Engagement; and

8.3.2   either:

(a)   where the Marker will be in an Interior Space used by an Academic Unit, the Dean of that Faculty; or

    (b)   where the Marker will be in an Interior Space that is not used by an Academic Unit, the Vice-President responsible for that Interior Space.

8.4   Campus and Community Planning will forward a proposal for an outdoor Marker for approval by all of the following individuals:

    8.4.1   the Associate Vice-President, Development and Alumni Engagement;

    8.4.2   the Associate Vice-President, Campus Community and Planning; and

    8.4.3   the ~~Managing Director, Infrastructure Development~~<u>Associate Vice President, Facilities</u> for a Marker at UBC Vancouver or the Associate Vice-President, Finance and Operations (UBC Okanagan) for a Marker at UBC Okanagan.

8.5   Where a Likeness will be outdoors, Campus and Community Planning will seek the recommendation of:

    8.5.1   if the Likeness will be located on or adjacent to a Place used by an Academic Unit, the Dean of that Faculty;

    8.5.2   otherwise, the Vice-President responsible for the Place;

8.6   If the individual identified in Section 8.5 recommends that the proposal for the outdoor Likeness be approved, Campus and Community Planning will forward the proposal for approval by both:

    8.6.1   the Responsible Executive; and

    8.6.2   the Vice-President, Development and Alumni Engagement.

8.7   Any individual responsible for approvals in this section 8.6 may direct that the proposal be referred to the Naming Committee, in which case Campus and Community Planning will forward the proposal to the Naming Committee for review and recommendation to the President and approval by the President or, if the President so directs, to the Board of Governors for approval by the Board of Governors.

9.   Other Naming

9.1   Where an Asset to be named is not described in these Procedures and is normally approved by a Senate(s), the relevant Senate(s) may make the Naming decision.

9.2   Where an Asset to be named is not described in these Procedures and is not normally approved by a Senate(s), the Responsible Executive may make the Naming decision or may determine the process for making the Naming decision which may include directing that the proposal be decided under one of the processes in these Procedures. The Responsible Executive will consider the prominence of the Asset when determining the process and who will be authorized to approve the Naming under that process.

9.3 Where this section 9 applies to the Asset to be named and the Naming is intended to be in use for five years or less, the Naming is to be approved as part of the approval of that Asset by the individual(s) normally responsible for approving. Notwithstanding the foregoing, a Naming that is intended to have significant prominence during the time it is in use will be approved under section 9.2. If there is a question about whether a Naming will have significant prominence, then that question will be determined by the Responsible Executive.

10. Naming Committee

10.1 The Naming Committee may establish Naming recognition levels for Philanthropic Naming of Places and Interior Spaces through Naming opportunity plans that serve to:

10.1.1 provide guidance on the appropriate balance between the roles and benefits of Naming described in section 2.2 of the Policy; and

10.1.2 provide a stable, dependable framework for discussions with donors.

Updates to a Naming opportunity plan can be submitted for approval to the Naming Committee as projects develop.

10.2 The Naming Committee is responsible for making recommendations to the President regarding Naming of Places and Naming of Academic Units.

10.3 The Naming Committee receives notice of the Naming of Interior Spaces for its information.

10.4 The Naming Committee is made up of the following members:

10.4.1 the Responsible Executive (Chair);

10.4.2 the Chancellor;

10.4.3 the Provost and Vice-President, Academic (UBC Vancouver);

10.4.4 the Provost and Vice-President, Academic (UBC Okanagan);

10.4.5 the Vice-President, Development and Alumni Engagement;

10.4.6 the Associate Vice-President, Campus and Community Planning (UBC Vancouver);

10.4.7 the Associate Vice-President, Finance and Operations (UBC Okanagan);

10.4.8 a Dean (appointed by the President);

10.4.9 one or more members of faculty or staff (appointed by the President) whose roles involve advancing inclusive excellence, or Indigenous reconciliation, or;

and optionally, one additional member of faculty or staff (appointed by the President) whose role involves advancing UBC's other strategic priorities;

10.4.10 an ~~alumnus/a~~alum (appointed by the President);

10.4.11 a faculty member (appointed by the President);

10.4.12 a member of staff (appointed by the President);

10.4.13 a student (UBC Okanagan) (appointed by the President);

10.4.14 a student (UBC Vancouver) (appointed by the President); and

10.4.15 if the Exterior Place in question is a Neighbourhood Amenity, the Chair of the Board of Directors of University Neighbourhoods Association or a Director of the University Neighbourhoods Association designated by the Chair of the Board of Directors of the University Neighbourhoods Association for this purpose.

For the purposes of these Procedures, the term "**Neighbourhood Amenity**" means an amenity or facility that is constructed in whole or in part using funds which are referred to as community amenity charges under the Neighbours' Agreement between UBC and the University Neighbourhoods Association, as amended from time to time, but shall specifically exclude roads and walkways.

11. **Additional Considerations for Philanthropic Naming**

11.1 The Vice-President, Development and Alumni Engagement is responsible for ensuring that any proposal for Philanthropic Naming of an Asset is submitted for the review and approval applicable to that type of Asset, as set out in these Procedures.

11.2 Development and Alumni Engagement will conduct due diligence to confirm facts and details about any individual, family, business, or organization whose name is proposed to be incorporated into the name of an Asset as part of a Philanthropic Naming and provide a summary of those findings to all the individual(s) responsible for recommendations or approvals of a Naming for that type of Asset.

11.3 Agreements with donors that include terms relating to Philanthropic Naming must be in writing in the standard form approved by the Office of the University Counsel. Deviations from the standard form must be approved by the Office of the University Counsel.

11.4 UBC normally does not use the names of businesses or other organizations for Philanthropic Naming of Academic Units or buildings that house Academic Units, but may consider Philanthropic Naming to honour individuals or families proposed by such donors. Naming of other types of Assets may include the names of business or other organizations in connection with Philanthropic Naming.

11.5 UBC does not normally engage in Philanthropic Naming of credit courses.

11.6   Philanthropic Naming of a Place, Interior Space or Other Physical Asset will be for no longer than its useful life.

11.7   Philanthropic Naming should generally only be proposed where the associated donation:

11.7.1   represents a significant part of the cost of the Asset to be named;

11.7.2   is regarded as central to the completion of the Asset to be named; or

11.7.3   provides a material increase of the amount available for spending annually in support of the activities carried out in connection with the Asset to be named.

11.8   All Philanthropic Naming proposals are considered confidential, including information regarding the details of the gift, the name of the honouree, and UBC's internal deliberations relating to the proposed name.

12.   Additional Considerations for Honourary Naming

12.1   Honourary Naming to recognize the exemplary service of a member of faculty or staff will only be considered after the individual's appointment or employment with UBC comes to an end.

12.2   All Honourary Naming proposals are considered confidential, including the name of the honouree, and UBC's internal deliberations relating to the proposed name.

12.3   UBC does not normally engage in Honourary Naming of credit courses.

13.   Naming Announcements

13.1   Public announcements regarding Naming will not be made until all applicable approvals have been obtained.

14.   Engagement

14.1   When considering naming opportunities through engagement under Section 2.4 of the Policy, Indigenous words may be considered as well as or instead of English words for the whole of or any part of a name.

14.2   Engagement with Indigenous nation(s) will be carried out in accordance with UBC's Indigenous engagement polices, agreements, or plans that are in effect at the time. The President's office should be contacted for more information.

15.   Change or Removal of Names

15.1   UBC may make a decision to change a name or remove a name by following the process set out in these Procedures for approving a name for that Asset type, except that there is no requirement for unanimity amongst the individuals who are responsible for making recommendations. The individuals who are responsible for approving the Naming will be

provided a statement summarizing the recommendation of each individual who is responsible for providing a recommendation regarding the Naming of that type of Asset.

15.2   Any consideration of a change to a Naming must include a review of the applicable legal arrangements.

15.3   When a Place has reached the end of its useful life, UBC will attempt to inform the original donor or honouree using the contact information that UBC has in its records that the Place will be substantially renovated or replaced and to advise that there will be a new naming opportunity. UBC will, where practical and appropriate, recognize earlier donors and honourees in the renovated or replacement Place.

15.4   A member of UBC's community, or a group of them, may propose that a Philanthropic Naming or Honourary Naming be removed on the grounds that it undermines a welcoming and inclusive environment at UBC (a "**Community Proposal**"). A Community Proposal must be made to the President in writing, make a strong stand-alone case for why that name should be removed, and include:

15.4.1   proposer's name(s) and relationship to UBC;

15.4.2   the name that is proposed to be removed;

15.4.3   the rationale for removing the name, including:

(a)   the specific behaviors or course of conduct by the honouree which undermine a welcoming and inclusive environment at UBC;

(b)   why the proposer believes that the legacy of the honouree is fundamentally at odds with a welcoming and inclusive environment at UBC; and

(c)   the sources and strength of the evidence of that behavior;

15.4.4   the likely harm if the name is retained; and

15.4.5   any other relevant information or arguments.

15.5   The President will review the Community Proposal and consider whether it meets the requirements of section 15.4. If the Community Proposal establishes a stand-alone case, then section 15.6 applies. If the Community Proposal fails to establish a stand-alone case or is incomplete, the President will inform the proposer, and advise what additional information or reasoning would be necessary for the Community Proposal to proceed for further consideration.

15.6   Where a Community Proposal meets the requirements of section 15.4, the President will determine the process to be used for considering that Community Proposal. In determining the process, the President will consider the principles in the Policy and the following principles:

15.6.1   the process should result in a written report;

15.6.2   consideration of the Community Proposal should be the responsibility of an ad hoc committee appointed by the President which includes diverse representation from UBC's community, and normally include:

(a)   the Dean of the Faculty or Vice-President who has responsibility for the non-Faculty unit most closely associated with the Asset;

(b)   Associate Vice-President, Campus and Community Planning (UBC Vancouver) or the Associate Vice-President, Finance and Operations (UBC Okanagan) (as applicable) where the Community Proposal involves a name of a Place or an Interior Space;

(c)   Vice-President, Development and Alumni Engagement where the Community Proposal involves a Philanthropic Naming;

(d)   one or more members of faculty or staff (appointed by the President) whose roles involve advancing inclusive excellence, or Indigenous reconciliation, orand optionally, one additional member of faculty or staff (appointed by the President) whose role involves advancing UBC's other strategic priorities; and

(e)   faculty members, staff, students, emeritiemeritus professors and alumni as appropriate;

15.6.3   learning, research, and education opportunities should be supported throughout the process, including seeking input from scholars with applicable expertise;

15.6.4   faculty members, staff, students, emeritus professors and alumni should be given an opportunity to provide written comments on the Community Proposal, including a process for confidential comments;

15.6.5   the process to consider a Community Proposal to change a name involving a living or recently deceased honouree and/or donor must be carried out in a manner which respects their privacy;

15.6.6   normally the decision to change a name or remove a name in response to a Community Proposal will be made following the process for approving a name for that Asset type as described in section 15.1, and as part of that process copies of the report prepared under this section 15.6 will be provided to all individuals who have the responsibility to make recommendations or approvals regarding that Naming; and

15.6.7   where the decision maker is not already a Senate or the Board of Governors, such as in the case of Activities, Interior Spaces, Other Physical Assets, Markers and Likenesses, the President may nonetheless determine that the decision

should be referred to the Senate(s) and/or the Board of Governors, as applicable, for approval upon the recommendation of the President.

15.7   Any proposed Naming in replacement for the name to be removed, whether at the time of removal or at a later date, must be approved following the process for approving a name for that Asset type.

16.   Interpretation

16.1   All individuals identified in the Policy or these Procedures by their titles and who are charged with making recommendations, providing approvals, or sitting on the Naming Committee may appoint a designate from time to time. Members of the Naming Committee appointed by the President may not appoint a designate.

16.2   If more than one Faculty is relevant to the Asset to be named, these procedures will be read to require the recommendation and/or approval of all relevant Deans. An example of this is a building which houses more than one Academic Unit from different Faculties.

17.   Definitions

17.1   "**Academic Unit**" means an organizational unit within UBC which has been approved by the relevant Senate, and includes any portion of that unit.

17.2   "**Activities**" has the meaning set out in section 7.1.

17.3   "**Award**" means UBC awards and prizes, and includes Student Awards.

17.4   "**Asset**" means Academic Units, Awards, Honorifics, Places, Interior Spaces, Other Physical Assets, Markers, Likenesses, and other assets ~~of UBC~~ capable of being named~~,~~ ~~without regard to the role of a donation to UBC in the creation of that asset~~.

17.5   "**Community Proposal**" has the meaning set out in section 15.4.

17.6   "**Functional Naming**" means a Naming which describes the function or purpose of an Asset, without any element of honourary, philanthropic, Indigenous, or inclusive elements. Examples are the "Pump House", the "Chemistry Building", the "Old Barn", the "Marine Drive Residence".

17.7   "**Honourary Naming**" means Naming in recognition of service to UBC or society generally, but does not include a Philanthropic Naming.

17.8   "**Honorific**" means an honorific under the Honorifics Policy (LR1) as amended or replaced from time to time.

17.9   "**Interior Spaces**" has the meaning set out in section 3.1.

17.10   "**Likenesses**" has the meaning set out in section 8.1.2.

17.11   "**Markers**" has the meaning set out in section 8.1.1.

17.12 "**Naming**" is the act of designating the official name of an Asset, whether before, during, or after the establishment or creation of the Asset.

17.13 "**Naming Committee**" refers to the committee described in section 10.

17.14 "**Neighbourhood Amenity**" has the meaning set out in section 10.4.15.

17.15 "**Other Physical Assets**" has the meaning set out in section 4.1.

17.16 "**Philanthropic Naming**" means Naming to express gratitude for philanthropy.

17.17 "**Places**" has the meaning set out in section 2.1.

17.18 "**Provost**" means the Provost and Vice-President, Academic (UBC Vancouver), the Provost and Vice-President, Academic (UBC Okanagan), or both, as appropriate.

17.19 "**Responsible Executive**" means the executive responsible for the Naming Policy and these Procedures as determined by the President from time to time.

17.20 "**Student Award**" has the meaning set out in in Vancouver Senate Policy V-200.2 or Okanagan Senate Policy O-200, as applicable, as those policies may be amended or replaced from time to time.

Appendix 2

Document comparison by Workshare Compare on April 4, 2023 8:48:28 AM

Input:	
Document 1 ID	file://\\server2\dms\wdocs\clntfls\49392\054\03777202.DOCX
Description	03777202
Document 2 ID	file://\\server2\dms\wdocs\clntfls\49392\054\04112830.DOCX
Description	04112830
Rendering set	Standard

Legend:	
Insertion	
Deletion	
Moved from	
Moved to	
Style change	
Format change	
Moved deletion	
Inserted cell	
Deleted cell	
Moved cell	
Split/Merged cell	
Padding cell	

Statistics:	
	Count
Insertions	43
Deletions	32
Moved from	0
Moved to	0
Style change	0
Format changed	0
Total changes	75

![UBC logo] **The University of British Columbia** **Board of Governors**	**Policy No.:** **GA6**
Long Title: Naming (Joint Senate and Board Policy)	
Short Title: **Naming Policy**	

Background and Purpose:

UBC recognizes the integral importance of names in creating a welcoming and inclusive environment at UBC and advancing Indigenous reconciliation, as well as the importance of names in recognizing exemplary service and expressing gratitude for philanthropy. UBC uses names to strengthen UBC and its sense of heritage and connection to the community. Names have the potential to be in place for a very long time, resulting in lasting impact on UBC. Also, UBC sometimes recognizes contributions of particular people by prominently displaying their name or likeness, such as through tribute markers, statuary, or portraiture, in the campus environment, and those forms of recognition are also addressed by this Policy.

The purpose of this Policy is to set out clearly articulated standards for decisions regarding naming.

1. **Scope**

    1.1   This Policy applies to:

    1.1.1   all names at UBC, including names of UBC's places, spaces, other physical assets, academic units, awards, honorifics, and activities; and

    1.1.2   the prominent display of a name or likeness of an honouree in UBC's campus environment, which will be deemed to be a naming for the purposes of this Policy.

2. **Principles for Naming Decisions**

    2.1   When making naming decisions, UBC will consider its best interests, conduct due diligence, and consider the principles and factors described in this Policy.

    2.2   UBC will strive for an appropriate balance between all the roles that naming plays and all the benefits that naming can bring to UBC, including, but not limited to:

    2.2.1   creating a welcoming and inclusive environment at UBC;

    2.2.2   advancing Indigenous reconciliation;

    2.2.3   advancing UBC's strategic objectives;

2.2.4   honouring exemplary service;

2.2.5   honouring academic excellence;

2.2.6   expressing gratitude for philanthropy;

2.2.7   enhancing student experience;

2.2.8   fostering UBC's sense of identity;

2.2.9   preserving UBC's stories; and

2.2.10   being functionally descriptive.

2.3   UBC will consider naming in the context of each campus and UBC as a whole.

2.4   UBC has a stated strategic priority to enrich UBC's campus landscape with a stronger Indigenous presence. UBC will explore, through engagement, naming opportunities to use words from the language(s) of the Indigenous nation(s) upon whose traditional, ancestral territories UBC's place or space to be named is located, where that use is supported by the applicable Indigenous nation(s). UBC will follow the engagement process set out in the Procedures when naming may include words of any Indigenous language.

2.5   Stories connect the names used at UBC to the people within UBC's community and provide opportunities for education. The stories of the names reflected in UBC's places, spaces, other physical assets, academic units, awards, honorifics, and activities, whenever feasible, should be easily accessible to UBC's community and the general public.

2.6   Independent from any decision regarding naming, UBC will make decisions regarding the creation or establishment of an Asset in accordance with established academic and operational criteria.

2.7   Namings at UBC must be consistent with academic freedom, institutional autonomy, and UBC's values.

3.   Factors for Naming Decisions

3.1   When considering the best interests of UBC in connection with approving a name, UBC may consider any factors that it determines are appropriate in the circumstances, which will normally include the following:

3.1.1   whether the proposed naming is consistent with the principles set out in this Policy;

3.1.2   UBC's purpose, values, and strategic priorities;

3.1.3   the results of any engagement between UBC and the Indigenous nation(s) upon whose traditional, ancestral territories the place or space to be named is located,

which may be an engagement regarding a specific name or a broader naming opportunities plan which includes the name being considered, as applicable;

3.1.4   the prominence and role of the name, including the level of visibility of the name within UBC and outside of UBC;

3.1.5   how the name might impact the perception of UBC and UBC's purpose and values by UBC's community;

3.1.6   whether the name will create an association that supports the reputation of UBC;

3.1.7   the results of any due diligence investigation, including historical review if applicable;

3.1.8   where the naming is in connection with recognition of service, whether the recognition is consistent with other namings to recognize exemplary service; and

3.1.9   how the name may be used by UBC's community, including possible short-forms and nicknames.

3.2   UBC will normally consider the following additional factors where the naming is connected with philanthropy and, when considering those factors, UBC will preserve the confidentiality of any information that UBC is required to keep confidential or has a normal practice of keeping confidential:

3.2.1   whether the terms in the applicable legal documentation are consistent with UBC's standard templates, and if not, whether those inconsistencies are appropriate; and

3.2.2   whether the gift and the prominence of the naming are consistent with general philanthropic trends.

3.3   UBC will not engage in naming which creates the impression that UBC endorses a commercial product or a partisan political or ideological position. Names will not include any design trade-marks, slogans or logos.

4.   **Documentation**

4.1   All naming which refers to a living identifiable individual must be supported by written consent to the use of the name from that individual. Naming which refers to a deceased identifiable individual requires prior consultation with the individual's legal representative if one exists.

4.2   Arrangements with donors which deal with naming must be in writing and state that the naming is subject to this Policy, unless otherwise approved by the Responsible Executive after consultation with the Office of the University Counsel.

5.   Changes to Names

5.1   UBC may change names where those changes are in the best interests of UBC, which will be considered in the context of the principles and factors described in this Policy to the extent they are applicable in the circumstances, and any other factors relevant in the context. Without limiting the generality of the foregoing:

5.1.1   UBC may, at any time and for any reason, change or augment a name or a part of a name which is functional in nature, even if the name includes words which are intended to honour an honouree;

5.1.2   UBC will normally endeavour to facilitate donor requested changes to names that UBC has put into place to express gratitude for their philanthropy, provided that the change is permitted under the terms of any legal agreements which are in place between the donor and UBC;

5.1.3   UBC may change or remove a name of an honouree where UBC is of the opinion that continued association with the name would tend to bring UBC into disrepute;

5.1.4   UBC may change or remove a name if the naming is to express gratitude for philanthropy and the full amount of the donation is not made; or

5.1.5   UBC may change or remove a name where the Government of British Columbia advises UBC to terminate the naming pursuant to the government's naming policy.

5.2   Before approving any changes to or removal of a name which recognizes an honouree, UBC will attempt to consult them using the contact information that UBC has in its records.

5.3   Where a name is changed, UBC will endeavour to contextualize the change in an appropriate way so that it does not have the effect of erasing history.

6.   Decisions

6.1   The processes for naming decisions are set out in the Procedures.

**PROCEDURES ASSOCIATED WITH THE
NAMING POLICY**

The President may approve Procedures or the amendment or repeal of Procedures. Such approvals must be reported to the UBC Board of Governors and each Senate at their next regularly scheduled meetings or as soon thereafter as practicable.

1. **Interpretation**

    1.1   Definitions for terms which are capitalized in these Procedures are set out in section 17.

2. **Naming of Places**

    2.1   This section 2 applies to the Naming of buildings, complexes of buildings, roads, walkways, playing fields, parks, gardens, agricultural or forestry plots, and other Assets which interface with the outside environment of UBC, referred to as "**Places**", but does not apply to Markers or Likenesses.

    2.2   Naming of Places requires the recommendation of the President and the approval by the Board of Governors.

    2.3   Campus and Community Planning will seek recommendations regarding the Naming of a Place from:

        2.3.1   the Responsible Executive;

        2.3.2   the Vice-President, Development and Alumni Engagement; and

        2.3.3   if the Naming relates to:

            (a)   a Place used by an Academic Unit, the Dean of the relevant Faculty; or

            (b)   a Place that is not used by an Academic Unit, the Vice-President who has responsibility for the use or functional purpose of the Place.

    2.4   If all of the individuals identified in section 2.3 recommend that the Naming proposal be approved, Campus and Community Planning will forward the proposal to the Naming Committee for consideration.

    2.5   The Naming Committee will consider the proposed Naming of a Place in light of the evaluation by Campus and Community Planning and Development and Alumni Engagement and make a recommendation to the President.

    2.6   The Naming Committee will include in its recommendation to the President information about whether the recommendation is a Naming to advance Indigenous reconciliation,

inclusivity, or other strategic objectives; Functional Naming; Honourary Naming; and/or Philanthropic Naming, as well as background information regarding the context of the Naming and the outcomes of the engagement process.

2.7 Where the Place in question is a Neighbourhood Amenity, any recommendation of the Naming Committee and any recommendation of the President to the Board of Governors shall include a statement as to whether the Chair of the Board of Directors of University Neighbourhoods Association or the Director of University Neighbourhoods Association designated by the Chair for this purpose, as the case may be, supports the recommendation.

2.8 If the President accepts the recommendation of the Naming Committee, the President will forward the recommendation to the Board of Governors for approval.

2.9 UBC Government Relations will oversee the process of securing any approvals that may be required from the provincial government. If any applicable approvals from the provincial government are outstanding, the approval of the Board of Governors will be subject to such government approvals being secured.

3. **Naming of Interior Spaces**

3.1 This section 3 applies to the Naming of spaces within buildings, such as classrooms, reading rooms, laboratories, seminar rooms, galleries, recreational courts, lounges, and other Assets which are part of the inside environment of UBC, referred to as "**Interior Spaces**", but does not apply to Markers or Likenesses.

3.2 Naming of Interior Spaces requires the approval of the President.

3.3 Campus and Community Planning will seek recommendations regarding the Naming of an Interior Space from:

   3.3.1 the Responsible Executive;

   3.3.2 the Vice-President, Development and Alumni Engagement;

   3.3.3 if the Naming relates to:

      (a) an Interior Space used by an Academic Unit, the Dean of the relevant Faculty; or

      (b) an Interior Space that is not used by an Academic Unit, the Vice-President who has responsibility for the use or functional purpose of the Interior Space.

3.4 If all of the individuals identified in section 3.3 recommend that the proposal for Naming be approved, Campus and Community Planning will forward the proposal to the President for approval and forward a report summarizing the details of any approved Naming of the Interior Space to the Naming Committee.

3.5   UBC Government Relations will oversee the process of securing any approvals that may be required from the provincial government. If any applicable approvals from the provincial government are outstanding, the approval of the President will be subject to such government approvals being secured.

4.   Naming of Other Physical Assets

4.1   This section 4 applies to the Naming of all physical assets, including collections of physical assets, referred to as "**Other Physical Assets**", but does not apply to Places, Interior Spaces, Markers, or Likenesses.

4.2   Naming of Other Physical Assets requires the approval of all of the individuals listed in section 4.4.

4.3   Development and Alumni Engagement will seek a recommendation of the proposed Naming of an Other Physical Asset from:

4.3.1   for an Other Physical Asset used by an Academic Unit, the Dean of the relevant Faculty; or

4.3.2   for an Other Physical Asset not used by an Academic Unit, the Vice-President responsible for that Other Physical Asset.

4.4   If the individual identified in section 4.3 recommends that the Naming proposal be approved, Development and Alumni Engagement will forward the proposal for approval by all of the following individuals:

4.4.1   the Responsible Executive; and

4.4.2   the Vice-President, Development and Alumni Engagement.

4.5   UBC Government Relations will oversee the process of securing any approvals that may be required from the provincial government. If any applicable approvals from the provincial government are outstanding, the approval of the individuals listed in section 4.4 will be subject to such government approvals being secured.

5.   Naming of Academic Units

5.1   Naming of Academic Units requires a recommendation from the Provost to the President, a recommendation of the President to the relevant Senate(s), approval of the relevant Senate(s) and Senate(s) recommendation for approval to the Board of Governors, and the approval of the Board of Governors.

5.2   The Provost will seek a recommendation for a proposed Naming of an Academic Unit from:

5.2.1   where the Academic Unit is a Faculty, the members of the leadership of the Faculty;

5.2.2   where the Academic Unit is within a Faculty, the members of the leadership of that Faculty, the members of the leadership of that Academic Unit, and, if applicable, the members of the leadership of any other unit which is identified by the leadership of that Faculty as being relevant in the reporting structure between the Academic Unit and that Faculty (as an example, a centre which is within a school within a Faculty); or

5.2.3   where the Academic Unit is not within a Faculty, the members of the leadership of the Academic Unit.

5.3   If the individuals identified in section 5.2 recommend that the Naming proposal be approved, the Provost will forward the proposal to the Naming Committee for consideration, which for the purposes of considering a proposed Naming of an Academic Unit will have the following members in addition to the members listed in section 10.4:

5.3.1   if the Academic Unit is a Faculty or within a Faculty, the relevant Dean;

5.3.2   if the Academic Unit is not a Faculty, the administrative head of the Academic Unit;

5.3.3   the Chair of the Senate Academic Policy Committee (Okanagan), as relevant;

5.3.4   the Chair of the Senate Academic Policy Committee (Vancouver), as relevant;

5.3.5   the Chair of the Senate Learning and Research Committee (Okanagan), as relevant;

5.3.6   the Chair of the Senate Tributes Committee (Vancouver), as relevant; and

5.3.7   any other individuals determined by the President.

5.4   The Naming Committee will consider the proposed Naming of an Academic Unit and make a recommendation, which it will forward to the Provost to provide to the President under section 5.6.

5.5   If the Naming Committee recommends that the proposed Naming of an Academic Unit be approved, the Provost will seek support for the proposed Naming from an ad hoc panel consisting of a broadly representative group of faculty members from that Academic Unit, as well as staff and students, with the members of the ad hoc panel (not more than 25) being selected by the Provost in consultation with the Academic Unit.

5.6   If the Provost recommends that the Naming proposal be approved, the Provost will forward to the President the proposal and the Provost's a report setting out the Provost's recommendations, the recommendations of the ad hoc panel referred to in Section 5.5 and the recommendations of the Naming Committee.

5.7   If the President accepts the recommendation of the Provost that the Naming be approved, the President will forward the recommendation for the Naming of the Academic Unit to the relevant Senate(s) for approval and recommendation to the Board

of Governors, and the Senate will forward its recommendation to the Board of Governors for approval.

6.   Naming of Awards and Honorifics

6.1   The Naming of a Student Award is approved as part of the approval of the Student Award under the applicable Senate's policy on Student Awards.

6.2   The Naming of an Award which is not a Student Award is approved as part of the approval of that Award by the relevant Senate, upon recommendation of:

6.2.1   the relevant Dean(s); and

6.2.2   the Chair of the Senate Tributes Committee (Vancouver) or the Chair of the Senate Learning and Research Committee (Okanagan), as relevant.

6.3   The Naming of an Honorific is approved as part of the approval of that Honorific under the Honorifics Policy.

7.   Naming of Activities

7.1   This section 7 applies to the Naming of activities which are not required to be approved by a Senate, such as projects, programs, non-credential courses, lectures, conferences, events, and non-academic centres, referred to as "**Activities**".

7.2   Subject to section 7.6 and section 7.7, Naming of Activities which does not include Philanthropic Naming or Honourary Naming requires the approval of:

7.2.1   for an Activity associated with an Academic Unit, the Dean of the relevant Faculty; or

7.2.2   for an Activity not associated with an Academic Unit, the Vice-President responsible for that Activity.

7.3   Subject to section 7.6 and section 7.7, Naming of Activities which include Philanthropic Naming or Honourary Naming requires the approval of the individuals listed in section 7.5.

7.4   Development and Alumni Engagement will seek a recommendation of a proposed Philanthropic Naming or Honourary Naming of an Activity from:

7.4.1   for an Activity associated with an Academic Unit, the Dean of the relevant Faculty; or

7.4.2   for an Activity not associated with an Academic Unit, the Vice-President responsible for that Activity.

7.5 If the individual identified in section 7.4 recommends that the Naming proposal be approved, Development and Alumni Engagement will forward the proposal for approval to:

7.5.1 the Responsible Executive; and

7.5.2 the Vice-President, Development and Alumni Engagement.

7.6 Unless Section 7.7 applies, the Naming of an Activity where the Naming is intended to be in use for five years or less is to be approved as part of the approval of that Activity by the individual(s) normally responsible for approving that Activity.

7.7 The Naming of any Activity which is intended to have significant prominence during the time it is in use will be approved following the process described in section 7.2 or section 7.3, as applicable, regardless of the length of time the Naming is intended to be in use.

7.8 If there is a question about whether a Naming will have significant prominence, then that question will be determined by the Responsible Executive.

8. Markers and Likenesses

8.1 This section 8 applies to all:

8.1.1 tribute markers, plaques, medallions or other markers, inside or outside, usually installed as recognitions of distinction or benefactions, referred to as "**Markers**", other than a signage commemorating the approved Naming of a Place, Interior Space or Other Physical Asset. Markers may be a collection of recognitions such as a donor wall or other display; and

8.1.2 likenesses of identifiable individuals installed as focal pieces, such as statues or large images, whether indoors or outdoors, in connection with recognition for service or philanthropy, referred to as "**Likenesses**".

8.2 Likenesses will only be used as a form of recognition in the most exceptional of circumstances.

8.3 Development and Alumni Engagement will forward a proposal for an indoor Marker or an indoor Likeness for approval by:

8.3.1 the Associate Vice-President, Development and Alumni Engagement; and

8.3.2 either:

(a) where the Marker will be in an Interior Space used by an Academic Unit, the Dean of that Faculty; or

(b) where the Marker will be in an Interior Space that is not used by an Academic Unit, the Vice-President responsible for that Interior Space.

8.4 Campus and Community Planning will forward a proposal for an outdoor Marker for approval by all of the following individuals:

8.4.1 the Associate Vice-President, Development and Alumni Engagement;

8.4.2 the Associate Vice-President, Campus Community and Planning; and

8.4.3 the Associate Vice President, Facilities for a Marker at UBC Vancouver or the Associate Vice-President, Finance and Operations (UBC Okanagan) for a Marker at UBC Okanagan.

8.5 Where a Likeness will be outdoors, Campus and Community Planning will seek the recommendation of:

8.5.1 if the Likeness will be located on or adjacent to a Place used by an Academic Unit, the Dean of that Faculty;

8.5.2 otherwise, the Vice-President responsible for the Place;

8.6 If the individual identified in Section 8.5 recommends that the proposal for the outdoor Likeness be approved, Campus and Community Planning will forward the proposal for approval by both:

8.6.1 the Responsible Executive; and

8.6.2 the Vice-President, Development and Alumni Engagement.

8.7 Any individual responsible for approvals in this section 8.6 may direct that the proposal be referred to the Naming Committee, in which case Campus and Community Planning will forward the proposal to the Naming Committee for review and recommendation to the President and approval by the President or, if the President so directs, to the Board of Governors for approval by the Board of Governors.

9. Other Naming

9.1 Where an Asset to be named is not described in these Procedures and is normally approved by a Senate(s), the relevant Senate(s) may make the Naming decision.

9.2 Where an Asset to be named is not described in these Procedures and is not normally approved by a Senate(s), the Responsible Executive may make the Naming decision or may determine the process for making the Naming decision which may include directing that the proposal be decided under one of the processes in these Procedures. The Responsible Executive will consider the prominence of the Asset when determining the process and who will be authorized to approve the Naming under that process.

9.3 Where this section 9 applies to the Asset to be named and the Naming is intended to be in use for five years or less, the Naming is to be approved as part of the approval of that Asset by the individual(s) normally responsible for approving. Notwithstanding the foregoing, a Naming that is intended to have significant prominence during the time it is

in use will be approved under section 9.2. If there is a question about whether a Naming will have significant prominence, then that question will be determined by the Responsible Executive.

10. **Naming Committee**

10.1   The Naming Committee may establish Naming recognition levels for Philanthropic Naming of Places and Interior Spaces through Naming opportunity plans that serve to:

10.1.1   provide guidance on the appropriate balance between the roles and benefits of Naming described in section 2.2 of the Policy; and

10.1.2   provide a stable, dependable framework for discussions with donors.

Updates to a Naming opportunity plan can be submitted for approval to the Naming Committee as projects develop.

10.2   The Naming Committee is responsible for making recommendations to the President regarding Naming of Places and Naming of Academic Units.

10.3   The Naming Committee receives notice of the Naming of Interior Spaces for its information.

10.4   The Naming Committee is made up of the following members:

10.4.1   the Responsible Executive (Chair);

10.4.2   the Chancellor;

10.4.3   the Provost and Vice-President, Academic (UBC Vancouver);

10.4.4   the Provost and Vice-President, Academic (UBC Okanagan);

10.4.5   the Vice-President, Development and Alumni Engagement;

10.4.6   the Associate Vice-President, Campus and Community Planning (UBC Vancouver);

10.4.7   the Associate Vice-President, Finance and Operations (UBC Okanagan);

10.4.8   a Dean (appointed by the President);

10.4.9   one or more members of faculty or staff (appointed by the President) whose roles involve advancing inclusive excellence or Indigenous reconciliation; and optionally, one additional member of faculty or staff (appointed by the President) whose role involves advancing UBC's other strategic priorities;

10.4.10   an alum (appointed by the President);

10.4.11   a faculty member (appointed by the President);

10.4.12 a member of staff (appointed by the President);

10.4.13 a student (UBC Okanagan) (appointed by the President);

10.4.14 a student (UBC Vancouver) (appointed by the President); and

10.4.15 if the Exterior Place in question is a Neighbourhood Amenity, the Chair of the Board of Directors of University Neighbourhoods Association or a Director of the University Neighbourhoods Association designated by the Chair of the Board of Directors of the University Neighbourhoods Association for this purpose.

For the purposes of these Procedures, the term "**Neighbourhood Amenity**" means an amenity or facility that is constructed in whole or in part using funds which are referred to as community amenity charges under the Neighbours' Agreement between UBC and the University Neighbourhoods Association, as amended from time to time, but shall specifically exclude roads and walkways.

11. Additional Considerations for Philanthropic Naming

11.1 The Vice-President, Development and Alumni Engagement is responsible for ensuring that any proposal for Philanthropic Naming of an Asset is submitted for the review and approval applicable to that type of Asset, as set out in these Procedures.

11.2 Development and Alumni Engagement will conduct due diligence to confirm facts and details about any individual, family, business, or organization whose name is proposed to be incorporated into the name of an Asset as part of a Philanthropic Naming and provide a summary of those findings to all the individual(s) responsible for recommendations or approvals of a Naming for that type of Asset.

11.3 Agreements with donors that include terms relating to Philanthropic Naming must be in writing in the standard form approved by the Office of the University Counsel. Deviations from the standard form must be approved by the Office of the University Counsel.

11.4 UBC normally does not use the names of businesses or other organizations for Philanthropic Naming of Academic Units or buildings that house Academic Units, but may consider Philanthropic Naming to honour individuals or families proposed by such donors. Naming of other types of Assets may include the names of business or other organizations in connection with Philanthropic Naming.

11.5 UBC does not normally engage in Philanthropic Naming of credit courses.

11.6 Philanthropic Naming of a Place, Interior Space or Other Physical Asset will be for no longer than its useful life.

11.7 Philanthropic Naming should generally only be proposed where the associated donation:

11.7.1 represents a significant part of the cost of the Asset to be named;

11.7.2 is regarded as central to the completion of the Asset to be named; or

11.7.3   provides a material increase of the amount available for spending annually in support of the activities carried out in connection with the Asset to be named.

11.8   All Philanthropic Naming proposals are considered confidential, including information regarding the details of the gift, the name of the honouree, and UBC's internal deliberations relating to the proposed name.

12.   Additional Considerations for Honourary Naming

12.1   Honourary Naming to recognize the exemplary service of a member of faculty or staff will only be considered after the individual's appointment or employment with UBC comes to an end.

12.2   All Honourary Naming proposals are considered confidential, including the name of the honouree, and UBC's internal deliberations relating to the proposed name.

12.3   UBC does not normally engage in Honourary Naming of credit courses.

13.   Naming Announcements

13.1   Public announcements regarding Naming will not be made until all applicable approvals have been obtained.

14.   Engagement

14.1   When considering naming opportunities through engagement under Section 2.4 of the Policy, Indigenous words may be considered as well as or instead of English words for the whole of or any part of a name.

14.2   Engagement with Indigenous nation(s) will be carried out in accordance with UBC's Indigenous engagement polices, agreements, or plans that are in effect at the time. The President's office should be contacted for more information.

15.   Change or Removal of Names

15.1   UBC may make a decision to change a name or remove a name by following the process set out in these Procedures for approving a name for that Asset type, except that there is no requirement for unanimity amongst the individuals who are responsible for making recommendations. The individuals who are responsible for approving the Naming will be provided a statement summarizing the recommendation of each individual who is responsible for providing a recommendation regarding the Naming of that type of Asset.

15.2   Any consideration of a change to a Naming must include a review of the applicable legal arrangements.

15.3   When a Place has reached the end of its useful life, UBC will attempt to inform the original donor or honouree using the contact information that UBC has in its records that the Place will be substantially renovated or replaced and to advise that there will be a new naming

opportunity. UBC will, where practical and appropriate, recognize earlier donors and honourees in the renovated or replacement Place.

15.4   A member of UBC's community, or a group of them, may propose that a Philanthropic Naming or Honourary Naming be removed on the grounds that it undermines a welcoming and inclusive environment at UBC (a "**Community Proposal**"). A Community Proposal must be made to the President in writing, make a strong stand-alone case for why that name should be removed, and include:

15.4.1   proposer's name(s) and relationship to UBC;

15.4.2   the name that is proposed to be removed;

15.4.3   the rationale for removing the name, including:

(a)   the specific behaviors or course of conduct by the honouree which undermine a welcoming and inclusive environment at UBC;

(b)   why the proposer believes that the legacy of the honouree is fundamentally at odds with a welcoming and inclusive environment at UBC; and

(c)   the sources and strength of the evidence of that behavior;

15.4.4   the likely harm if the name is retained; and

15.4.5   any other relevant information or arguments.

15.5   The President will review the Community Proposal and consider whether it meets the requirements of section 15.4. If the Community Proposal establishes a stand-alone case, then section 15.6 applies. If the Community Proposal fails to establish a stand-alone case or is incomplete, the President will inform the proposer, and advise what additional information or reasoning would be necessary for the Community Proposal to proceed for further consideration.

15.6   Where a Community Proposal meets the requirements of section 15.4, the President will determine the process to be used for considering that Community Proposal. In determining the process, the President will consider the principles in the Policy and the following principles:

15.6.1   the process should result in a written report;

15.6.2   consideration of the Community Proposal should be the responsibility of an ad hoc committee appointed by the President which includes diverse representation from UBC's community, and normally include:

(a)   the Dean of the Faculty or Vice-President who has responsibility for the non-Faculty unit most closely associated with the Asset;

(b)   Associate Vice-President, Campus and Community Planning (UBC Vancouver) or the Associate Vice-President, Finance and Operations (UBC Okanagan) (as applicable) where the Community Proposal involves a name of a Place or an Interior Space;

(c)   Vice-President, Development and Alumni Engagement where the Community Proposal involves a Philanthropic Naming;

(d)   one or more members of faculty or staff (appointed by the President) whose roles involve advancing inclusive excellence or Indigenous reconciliation, and optionally, one additional member of faculty or staff (appointed by the President) whose role involves advancing UBC's other strategic priorities; and

(e)   faculty members, staff, students, emeritus professors and alumni as appropriate;

15.6.3 learning, research, and education opportunities should be supported throughout the process, including seeking input from scholars with applicable expertise;

15.6.4 faculty members, staff, students, emeritus professors and alumni should be given an opportunity to provide written comments on the Community Proposal, including a process for confidential comments;

15.6.5 the process to consider a Community Proposal to change a name involving a living or recently deceased honouree and/or donor must be carried out in a manner which respects their privacy;

15.6.6 normally the decision to change a name or remove a name in response to a Community Proposal will be made following the process for approving a name for that Asset type as described in section 15.1, and as part of that process copies of the report prepared under this section 15.6 will be provided to all individuals who have the responsibility to make recommendations or approvals regarding that Naming; and

15.6.7 where the decision maker is not already a Senate or the Board of Governors, such as in the case of Activities, Interior Spaces, Other Physical Assets, Markers and Likenesses, the President may nonetheless determine that the decision should be referred to the Senate(s) and/or the Board of Governors, as applicable, for approval upon the recommendation of the President.

15.7   Any proposed Naming in replacement for the name to be removed, whether at the time of removal or at a later date, must be approved following the process for approving a name for that Asset type.

16. **Interpretation**

16.1 All individuals identified in the Policy or these Procedures by their titles and who are charged with making recommendations, providing approvals, or sitting on the Naming Committee may appoint a designate from time to time. Members of the Naming Committee appointed by the President may not appoint a designate.

16.2 If more than one Faculty is relevant to the Asset to be named, these procedures will be read to require the recommendation and/or approval of all relevant Deans. An example of this is a building which houses more than one Academic Unit from different Faculties.

17. **Definitions**

17.1 "**Academic Unit**" means an organizational unit within UBC which has been approved by the relevant Senate, and includes any portion of that unit.

17.2 "**Activities**" has the meaning set out in section 7.1.

17.3 "**Award**" means UBC awards and prizes, and includes Student Awards.

17.4 "**Asset**" means Academic Units, Awards, Honorifics, Places, Interior Spaces, Other Physical Assets, Markers, Likenesses, and other assets capable of being named.

17.5 "**Community Proposal**" has the meaning set out in section 15.4.

17.6 "**Functional Naming**" means a Naming which describes the function or purpose of an Asset, without any element of honourary, philanthropic, Indigenous, or inclusive elements. Examples are the "Pump House", the "Chemistry Building", the "Old Barn", the "Marine Drive Residence".

17.7 "**Honourary Naming**" means Naming in recognition of service to UBC or society generally, but does not include a Philanthropic Naming.

17.8 "**Honorific**" means an honorific under the Honorifics Policy (LR1) as amended or replaced from time to time.

17.9 "**Interior Spaces**" has the meaning set out in section 3.1.

17.10 "**Likenesses**" has the meaning set out in section 8.1.2.

17.11 "**Markers**" has the meaning set out in section 8.1.1.

17.12 "**Naming**" is the act of designating the official name of an Asset, whether before, during, or after the establishment or creation of the Asset.

17.13 "**Naming Committee**" refers to the committee described in section 10.

17.14 "**Neighbourhood Amenity**" has the meaning set out in section 10.4.15.

17.15 "**Other Physical Assets**" has the meaning set out in section 4.1.

17.16　"**Philanthropic Naming**" means Naming to express gratitude for philanthropy.

17.17　"**Places**" has the meaning set out in section 2.1.

17.18　"**Provost**" means the Provost and Vice-President, Academic (UBC Vancouver), the Provost and Vice-President, Academic (UBC Okanagan), or both, as appropriate.

17.19　"**Responsible Executive**" means the executive responsible for the Naming Policy and these Procedures as determined by the President from time to time.

17.20　"**Student Award**" has the meaning set out in Vancouver Senate Policy V-200.2 or Okanagan Senate Policy O-200, as applicable, as those policies may be amended or replaced from time to time.

THE UNIVERSITY OF BRITISH COLUMBIA

Office of the Senate
University Centre | UNC 322
3333 University Way
Kelowna, BC Canada V1V 1V7
www.senate.ubc.ca/okanagan

18 May 2023

To: Okanagan Senate

From: Admissions and Awards Committee

Re: 1. New Award
2. Affiliation Agreements
  a) International Cooperation Agreement: UBC and University of Bordeaux
  b) Block Transfer and Admission Agreement: UBC and Okanagan College (Termination)
  c) Transfer and Admission agreement: UBC and Okanagan College

---

1. New Award

   The Committee has reviewed and recommends to Senate for approval the attached new award.

   Motion: *That the Senate approve the new award as listed, that it be forwarded to the Board of Governors for approval, and that a letter of thanks be sent to the donors.*

2. Affiliation Agreements

   The Committee has reviewed and recommends to Senate for approval the following:

   a) International Cooperation Agreement: UBC and University of Bordeaux

   The International Cooperation Agreement outlines the terms under which UBC and the University of Bordeaux will offer a joint non-credit credential program on the subject of wine tasting ability. The credential has been approved by the Faculty of Management and submitted to the Senate Curriculum Committee for information pursuant to Policy O-129.

   Motion: *That the Senate approve the terms of affiliation between the University of British Columbia and the University of Bordeaux as set out in the "International Cooperation Agreement for Delivery of a Non-Credit Program for Level One of the Wine Tasting Ability Program in British Columbia, Canada."*

   b) Block Transfer and Admission Agreement: UBC and Okanagan College (Termination)

THE UNIVERSITY OF BRITISH COLUMBIA

Since 2011, UBC and Okanagan College (OC) have maintained a collaborative Bachelor of Science in Nursing (BSN) program. The Block Transfer and Admission Agreement provides the mechanism whereby BSN students from OC transition into the UBCO BSN program to complete their studies. However, as a result of the provincial government's decision to consolidate funded seats in BSN programs in the Okanagan region at UBCO, the exsiting agreement is no longer effective and should be terminated.

Motion: *That the Senate approve the termination of the terms of affiliation between the University of British Columbia and Okanagan College as set out in the attached "Block Transfer and Admission Agreement."*

c) Transfer and Admission agreement: UBC and Okanagan College

The Transfer and Admission Agreement is also a consequence of the aforementioned consolidatation of BSN seats at UBCO. The agreement provides for a one-time arrangement whereby students enrolled in either Year One or Year Two of the OC BSN program may be admitted to UBCO to continue their BSN studies.

Motion: *That the Senate approve the new terms of affiliation between the University of British Columbia and Okanagan College as set out in the attached "Transfer and Admission Agreement."*

Respectfully submitted,

Tamara Ebl, Chair
Senate Admissions and Awards Committee

THE UNIVERSITY OF BRITISH COLUMBIA

Development and Alumni Engagement
The University of British Columbia | Okanagan Campus |
Syilx Okanagan Nation Territory
Innovation Precinct Annexation 1 (IA1)
3505 Spectrum Court | Kelowna, BC V1V 2Z1

Phone 250 807 8565
Fax 250 807 9211
invest.okanagan@ubc.ca
give.ubc.ca

Date: May 1, 2023

From: Paul Greenhough, Development and Alumni Engagement, Okanagan Campus

To: Okanagan Senate Admissions and Awards Committee

Re: Awards recommended for approval of the Okanagan Senate Admissions and Awards Committee

New Awards:

Canadian Federation of University Women Kelowna Bursary in Engineering
Bursaries totalling $2,000 have been made available annually through a gift from the Canadian Federation of University Women Kelowna for third- or fourth-year undergraduate students who identify as women in the School of Engineering in the Faculty of Applied Science at the University of British Columbia, Okanagan campus. The bursaries will be adjudicated by Enrolment Services. (First award available for the 2023/2024 winter session).

**INTERNATIONAL COOPERATION AGREEMENT
for DELIVERY of a Non-Credit Program for LEVEL ONE of the WINE TASTING
ABILITY PROGRAM in BRITISH COLUMBIA, CANADA**

Between

THE UNIVERSITY OF BORDEAUX
A Public Scientific, Cultural and Professional Institution
Located 35 place Pey-Berland, 33000 Bordeaux (France)
Represented by its President, Professor Dean LEWIS
Hereinafter referred to as "UBx", on one hand,

On behalf of the Vine and Wine Science Institute at the University of Bordeaux
Hereafter referred to as "ISVV",

And

THE UNIVERSITY OF BRITISH COLUMBIA
On behalf of its Wine Research Centre ("**WRC**")
Located EME4145 – 1137 Alumni Ave, Kelowna, BC Canada V1V 1V7
Represented by its Deputy Vice-Chancellor and Principal, Professor Lesley CORMACK,
Provost and Vice-President, Academic , Professor Rehan SADIQ, and Dean *pro tem* of the
Faculty of Management, Professor Sandy HILTON
Hereafter referred to as "UBC", on the other hand,

All together hereinafter referred to as "the parties".

=§= =§=

Considering the communication of the present agreement to the French Ministry of Higher Education, Research and Innovation,

Considering the decision of the University of Bordeaux's management board ("Conseil d'administration") dated December 13th, 2021 concerning the transfer of authority to the President of the University,

Considering the French Education Code and in particular articles L.123-7, L 123-7-1 and D.123-15 to D.123-22 related to the higher education public service's missions in relation to international affairs,

Considering the Statement of Cooperation signed by both parties dated 19/03/2021,

Considering the Framework Agreement fixing the different cooperation actions envisaged between the two establishments dated 03/11/2021,

Considering the recommendation of UBx's ISVV Board of Directors, relating to the present Agreement, dated March 24, 2023,

IT HAS BEEN AGREED AS FOLLOWS:

Purpose and Term

1. The parties will, subject to obtaining all required internal approvals, collaborate to deliver the Wine Tasting Ability ("**WTA**") BC Canada Level One program on an annual basis (the "**Program**"). The parties will review the Program within one year following the completion of the first delivery of the Program to assess the feasibility and desire to continue to deliver the Program. In the event the parties do not agree to continue to deliver the Program for any reason, this Agreement will terminate.

2. UBx has created a programme named Wine Tasting Ability ("WTA") and created an education label for the Wine Tasting Ability ("WTA Label"). UBx represents and warrants that it owns the WTA Label and the Programme and has the right to permit UBC to use the WTA name and the WTA Label in accordance with this Agreement. The parties acknowledge and agree that "WTA BC Canada" refers to the common initiative between UBx and UBC to develop the Program.

3. This Agreement will be in effect as of the date of execution by both parties (the "**Effective Date**") for a term ending three years after the Effective Date, unless earlier terminated in accordance with this Agreement.

Coordination

4. Subject to section 6, the academic coordination of the Program will be undertaken by:
a) For UBx, Axel Marchal, UBx Professor, ISVV; and
b) For UBC, Jacques-Olivier Pesme, Director, WRC.

5. Subject to section 6, the administrative management of the Program will be undertaken by:
c) For UBx, Laurence Geny-Denis, UBx Professor, ISVV Deputy Director; and
d) For UBC, Marcela Valania, Senior Manager-Wine Education Programs, WRC.

6. In the event of any change in the above-noted coordinators, the applicable party will notify the other party in writing of the name of the replacement coordinator as soon as practicable.

Obligations of the parties

7. Subject to obtaining all required internal approvals, UBx and UBC will deliver the Program commencing in July 2023 in Kelowna (Canada) as further described in Appendix 1. The parties acknowledge and agree that the Program details set out in Appendix 1 provide a general overview with additional details to be determined by the parties in accordance with section 15.

8. UBx and UBC will, subject to obtaining all required internal approvals, recognize participants who successfully complete the Program through a letter of proficiency signed by both parties substantially in the form attached as Appendix 5. Successful completion of the Program will require that a participant attends a full section and

achieves a minimum acceptable grade on the proficiency test as agreed to by both parties, and as detailed in the Program details to be approved by both parties in accordance with their academic governance requirements.

Obligations of UBC

9. Subject to, and in accordance with, the policies and procedures of UBC, UBC will identify a UBC instructor who will teach one hour in each section of the Program.

10. UBC will provide the administration for delivery of the Program. UBC will be responsible for:
    a) Marketing the Program;
    b) Recruitment of Program participants;
    c) Registration of Program participants;
    d) Collection of Program fees;
    e) Copying of applicable Program materials;
    f) Provision of classroom facilities for the Program;
    g) Purchase of wine for the tasting sessions of the Program; and
    h) Organising and paying for lunch and refreshment breaks during the Program.

11. UBC will pay for the hotel accommodation and up to nine days per diem for the UBx instructor of the Program at a cost that is reasonable and financially prudent as determined by UBC and which is in compliance with UBC's applicable policies and rules.

12. For greater certainty, if all required internal approvals are not obtained to deliver the Program as contemplated in this Agreement, either party may terminate this Agreement immediately upon written notice to the other party.

Obligations of UBx

13. Subject to, and in accordance with, the policies and procedures of UBx, and in agreement with UBC, UBx will identify a UBx instructor who will teach six hours in each section of the Program (the "**UBx Instructor**").

14. UBx will supply the chemical solutions that express various aromas for the tasting exercises during the Program and UBx will organise and pay for the travel to Kelowna for the UBx Instructor.

Obligations of Both Parties

15. UBC and UBx will use reasonable efforts to determine the objectives and curriculum and details of the Program in accordance with the accepted process of each institution, respectively. In the event that the parties cannot determine the objectives and curriculum of the Program prior to May 1, 2023, either party may terminate this Agreement upon 10 days' written notice to the other party.

Budgets

16. An estimate of the budget is provided in Appendix 2 -*WTA BC Canada Level One – Estimated Budget for July 2023 Session*. The Parties will review the budget after delivery

of the first session of the Program and determine if any adjustments are required for future sessions of the Program. If the parties determine that adjustments are required, the parties will enter into an addendum to this Agreement setting out the revised budget.

17. UBx will invoice UBC for 2,000 Euros for the cost of the UBx Instructor for two sections of the first session of the Program. UBx will invoice UBC for the cost of the travel to Kelowna for the UBx Instructor, provided that UBC will only reimburse up to such amount as is in compliance with UBC's applicable policies and rules. UBx will invoice UBC for the actual cost of the "solutions" that UBx will supply for the two sections of the first session of the Program. UBC will transfer funds in Euros to UBx in settlement of each invoice within one calendar month of receiving the invoice. For greater certainty, and notwithstanding anything to the contrary in this Agreement, if the costs to be invoiced by UBx to UBC pursuant to this Agreement exceed the amounts set out in Appendix 2, UBC will not reimburse the amounts unless it has provided its prior written approval of the cost.

18. After the conclusion of the final section of the first session of the Program in July 2023 and before December 31, 2023 an account will be made by UBC of the costs and revenues for the Program. UBC will receive an administration fee in an amount equal to 15% of the total expenses incurred by UBC for the Program (the "Administration Fee").

19. Once all costs of the Program including the Administration Fee have been paid, any remaining surplus from the Program will be allocated 70% to UBC and 30% to UBx. UBC will transfer to UBx its share of the surplus as specified in Appendix 2 of this Agreement within one month of finalising the account and no later than December 31, 2023. If there is a deficit on the account, the deficit will be covered in full by UBC.

Intellectual Property

20. The parties agree that:

(a) all right, title and interest in and to content created solely by UBC or its faculty or personnel will remain with UBC or its faculty or personnel, as determined by UBC's applicable policies, except for the license from UBC to UBx with respect to content created or contributed by UBC or its faculty or personnel for the Program (the "**UBC Program Content**"), as further described in section 21 below; and

(b) all right, title and interest in and to content created solely by UBx or its faculty or personnel will remain with UBx or its faculty or personnel, as determined by UBx's applicable policies, except for the license from UBx to UBC with respect to content created or contributed by UBx or its faculty or personnel for the Program (the "**UBx Program Content**"), as further described in section 22 below.

21. UBC grants to UBx a fully paid-up, irrevocable, perpetual, non-exclusive and royalty-free licence to use the UBC Program Content solely for the purposes of delivery of the Program. UBx is not authorised to use UBC Program Content after termination of this Agreement.

22. UBx grants to UBC a fully paid-up, irrevocable, perpetual, non-exclusive and royalty-free licence to use the UBx Program Content solely for the purposes of delivery of the

Program. UBC is not authorised to use UBx Program Content after termination of this Agreement.

23. Each party shall have the right, during the Term of this Agreement and subject to the terms of this Agreement, to use only those logos and trademarks of the other party as outlined in Appendix 4 (the "**Allowable Marks**") for the sole purpose of promoting the Program and informing the public about the Program pursuant to this Agreement and for no other purpose whatsoever. Each party will cease to use the other party's Allowable Marks in any manner when instructed by the other party. Each party acknowledges that it has no rights whatsoever to use the name, trademarks, marks or logos owned by the other party other than the rights conferred with respect to the other party's Allowable Marks as set out in this Agreement.

24. Each party will ensure that all content it contributes to the Program does not infringe any copyright or other intellectual property rights of any third party.

25. Each party will indemnify and save harmless the other party for any loss, damage, demand, claim, expense and liability arising in connection with such party's breach of section 24. This section survives the expiration or earlier termination of this Agreement.

26. Except as expressly set out in this Agreement, neither party is granting the other party any rights with respect to intellectual property.

Personal Data

27. Each party undertakes to comply with the obligations related to personal information processing in accordance with the applicable law and regulations in its country of origin and with the terms and conditions set out in Appendix 3.

Resolution of conflicts, validity, renewal, termination and amendments

28. Any dispute about this Agreement, which may arise at any time, with no specific or limitative list in terms of interpretation, existence, validity, execution, and/or its termination for any reason, shall lead to an attempt at an out-of-court settlement between the parties. The parties agree:

(a) in the event of any dispute arising between the parties over the interpretation or implementation of this Agreement, the parties will promptly refer the matter to the Dean of the Faculty of Management at UBC and the Director of the International Office at UBx (the "**Initial Contacts**");

(b) if within 30 days of the Initial Contacts meeting, or such other period of time as agreed by the parties, the dispute is not resolved, any of the Initial Contacts may elevate the matter first to a representative at a vice-president or higher position, and notify the other party, in writing. As soon as practicable thereafter, the party receiving the notice will designate a representative at a vice-president or higher position, and such representatives will meet to attempt to resolve the matter; and

(c) notwithstanding the foregoing, neither party shall be precluded or forced to delay the commencement of legal proceedings.

Amendments

29. Any modifications to the present Agreement, carried out by mutual agreement and drawn up in the form of an amendment must be in writing and executed by the Parties.

Appendices

30. The 5 following appendices are a part of this Agreement:
(a) Appendix 1: *WTA BC Canada Level One - Program details*
(b) Appendix 2: *WTA BC Canada Level One – Estimated Budget for July 2023 Session*
(c) Appendix 3: Protection of Personal Data Terms and Conditions
(d) Appendix 4: Allowable Marks
(e) Appendix 5 Sample Form of Letter of Proficiency

Entire Agreement

31. This Agreement and the Appendices attached hereto constitute the entire agreement between UBC and UBx with respect to the Program.

Assignment

32. This Agreement may not be assigned by one party without the prior written consent of the other party.

Language and number of copies

33. There are two authentic texts of this Agreement in English.

For the University of Bordeaux
Bordeaux, … / … / 2023

For the University of British Columbia
Kelowna, BC … / … / 2023

Pr. Dean LEWIS
President

Dr. Lesley CORMACK
Deputy Vice-Chancellor and Principal

Dr. Rehan SADIQ, Provost and Vice-President, Academic

Dr. Sandy HILTON
Dean *pro tem*, Faculty of Management

APPENDIX 1
WTA BC Canada Level One –Program Details

DESCRIPTION

WTA BC Canada Level One is non-credit. It is designed for participants who have a basic knowledge in wine and who work or expect to work in the wine tourism industry and the hospitality sector. It is also suitable for wine enthusiasts with a solid knowledge base about wine from the wider community and those visiting British Columbia, and for higher education students who are interested in the world of wine and want to supplement for-credit study with opportunities to develop complementary knowledge and capabilities.

In addition to the presentation of the wine regions of British Columbia and of France, WTA BC Canada Level One offers an in-depth introduction to the fundamentals of wine tasting, the different steps in the process, and emphasizes which of the senses are involved and how. It also teaches the appropriate vocabulary to describe a wine and explain the expression that a terroir has on a specific taste.

WTA BC Canada Level One is specially tailored to BC wines, and based on world-class, research-led teaching.

The language used for teaching is English.

LEARNING OBJECTIVES

WTA BC Canada Level One will allow participants to obtain the first level of the envisaged WTA BC Canada program.

WTA BC Canada Level One provides participant with the opportunity to:
- Understand the fundamentals of wine tasting and the different steps in the process
- Identify different vine characteristics
- Differentiate different types of wine – both from BC and France – their aroma, flavours and typicality
- Identify the senses involved in wine tasting and how they interact, and process information based on sensory perception
- Distinguish the characteristics of different wine regions, particularly in Canada and France
- Capture the complex dimensions of wine, a cultural and consumer good
- Use the appropriate vocabulary to describe a wine and explain the expression that a terroir has on a specific taste

CONTENT

Each section of WTA BC Canada Level One comprises 7 hours of instruction (6h by UBx + 1h by UBC) addressing:
- Wine tasting principles and the different steps to taste a wine
- Introduction to the main vine varietals and their characteristics

- The vocabulary of wine tasting
- Introduction to wine making principles and the different types of wines
- Major wine regions of France and British Columbia

Lunch is included, with open discussion around wine and food pairing.

PARTICIPANT PROFILE

WTA BC Canada Level One is designed for participants over 19 years old (legal drinking age under British Columbia law) from all backgrounds, interested in developing an understanding about the diversity of wines and wine regions, the techniques and vocabulary of wine tasting and to improve their capacity to evaluate a wine.

ADMISSION

UBC will be responsible for recruitment and registration.

The minimum number of participants per section is 30 and the maximum number of participants per section, determined by the capacity of teaching facilities, is 35. In the event that at least 30 participants do not register for each section, by June 30, 2023, UBC may terminate this Agreement by 7 days' written notice to UBx.

TENTATIVE SCHEDULE

- Morning: Instruction by UBx
- Lunch (including pairing with wines)
- Afternoon: Instruction by UBx and UBC + WTA BC Canada Level One proficiency test

ASSESSMENT

WTA BC Canada Level One is assessed by a proficiency test consisting of a 30 multiple-choice set of questions. Participants will be granted a Letter of Proficiency in accordance with the agreed-upon assessment standards as approved by the parties in accordance with the Agreement.

INSTRUCTORS – ACADEMIC ADVISORS

- Axel Marchal, Université de Bordeaux, ISVV (6 hours) / axel.marchal@u-bordeaux.fr
- Jacques-Olivier Pesme, University of British Columbia, WRC (1 hour) / jo.pesme@ubc.ca

APPENDIX 2
WTA BC Canada Level One – Estimated Budget for July 2023 Session
Estimated Costs, expenses and distribution between parties

Item	Paid By	Description	Amount (CDN)
Travel for UBx Instructor	UBx (with reimbursement from UBC)	Return, economy, Bordeaux - Kelowna. Arranged by UBx, reimbursed through revenues	$2,160.00
Accommodation and per diem	UBC	9 days @$432.00 CDN (300 €) per day (Estimate, subject to UBC rates, lodging paid direct through UBC, number of days to be confirmed)	$3,888.00
UBx Instructor	UBx (with reimbursement from UBC)	2 days at $1440 CDN (1000 €) per day	$2,880.00
UBC Instructor	UBC	2 days at $245 CDN (170 €) per day	$490.00
Technical Support	UBC	2 days at $576 CDN (400 €) per day	$1,152.00
Wines	UBC	2 days $1728 CDN (1200 €) per day	$3,456.00
Pedagogical Materials	UBC	2 days at $432 CDN (300 €) per day	$864.00
Meals	UBC	2 days at $720 CDN (500 €) per day	$1,440.00
Solutions	UBx (with reimbursement from UBC)	2 days at $720 CDN (500 €) per day	$1,440.00
Facilities	UBC	2 days at $2160 CDN (1500 €) per day	$4,320.00
Marketing	UBC	$4320 CDN (3000 €)	$4,320.00
Program administration fee	N/A	UBC will receive an amount equal to 15% of all actual costs incurred for the Program prior to the distribution of Program revenues between the parties	$3,961.50
Credit Card Fees related to Program participant fee payments	UBC	2.5% of Program revenues	$825.000
Total Expenses			$31,196.50
Revenue		Estimated Program revenues, 2 days, 33 students per day@$500	$33,000
Surplus Distribution	The surplus from the Revenue minus Total Expenses will be distributed as follows: 70% to UBC and 30% to UBx.		

The July 2023 Program session will be delivered in two sections in one week in July 2023. Each section will take place over one day. The target recruitment is a minimum 30 participants per section (minimum of 60 for 2 sessions). Each participant will be required to pay a fee of C$ 500.

Estimated minimum total revenue is C$ 30,000.

APPENDIX 3
PROTECTION OF PERSONAL DATA TERMS AND CONDITIONS

1.   Definitions:

1.1.   In this Appendix, the terms below are defined as follows:

(a) "**Authority**" means the independent public authority responsible for the oversight and enforcement of Data Protection Legislation;

(b) "**Data Protection Legislation**" means all laws and subsidiary legislation applicable to privacy and data protection in the Disclosing Party's country;

(c) "**Disclosing Party**" means the institution that discloses Personal Data in its custody and control to the other institution under this Agreement;

(d) "**Institution**" means each of UBC and UBx;

(e) "**Personal Data**" means any information relating to an identified or identifiable natural person ('data subject'); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person;

(f) "**Processing**" means any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction;

(g) "**Program**" means the Wine Tasting Ability BC Canada Level One program as defined in section 1 of this Agreement

(h) "**Program Participants**" means any participants in the Program; and

(i) "**Receiving Party**" means the Institution in receipt of Personal Data disclosed from the other Institution under this Agreement or from any participants in the Program.

2.   Obligations of the Receiving Party

2.1.   The Receiving Party agrees that when dealing with Personal Data received from the Disclosing Party or from any participant in the Program, it shall:

(a)   only use the Personal Data for the purposes described in Annex 1 to this Appendix (the "**Purposes**");

(b)   take appropriate technical and organisational measures to protect the Personal Data against accidental or unlawful destruction or accidental loss, alteration, unauthorised disclosure or access and against all other unlawful forms of Processing. Such measures shall ensure a level of security appropriate to the risks represented by the Processing and the nature of the data to be protected, having regard to the state of the art and the cost of implementation;

(c)   give the Disclosing Party notice in writing as soon as reasonably practicable should it be aware of, or reasonably suspect, that any of the events referred to in Clause 2.2(b) has occurred and shall promptly take steps necessary to remedy the event and prevent its re-occurrence;

(d)   not retain Personal Data for any longer than is necessary for the Purposes;

(e)   limit disclosure of the Personal Data to its employees on a need to know basis and only for the Purposes;

(f)   not disclose or transfer any Personal Data received from the Disclosing Party to any third party without the prior written approval of the Disclosing Party, and upon such additional terms and conditions which the Disclosing Party may impose on it for such disclosure or transfer, except as specifically authorized in Section 4.1. of this Appendix;

(g)   subject to Section 2.1 (f) above, have in place procedures so that any third party it authorises to have access to the Personal Data will respect and maintain the confidentiality and security of the Personal Data. Any person acting under the authority of the Receiving Party shall be obligated to process the Personal Data only on instructions from the Receiving Party. This provision does not apply to the insurers, auditors or legal advisors of the Receiving Party, third parties referred to in Annex 1, or any persons authorised or required by law or regulation to have access to the Personal Data;

(h)   where the Personal Data is to be transferred to another country, not to do so unless the written consent of the individual whose Personal Data is to be transferred to that other country has been obtained; and

(i)   provide the Disclosing Party with a contact person within its organisation who is authorised to respond to enquiries concerning its use of the Personal Data, and cooperate in good faith with the Disclosing Party regarding such enquiries within a reasonable time.

2.2.   The Receiving Party warrants that to the best of its knowledge, at the time of entering into this Agreement, it has no reason to believe in the existence of any local laws that would have a substantial adverse effect on its ability to comply with its obligations under this Schedule A and will inform the Disclosing Party if it becomes aware of any such laws.

2.3.   At the request of the Disclosing Party, the Receiving Party will provide the Disclosing Party with evidence of financial resources sufficient to fulfil its responsibilities under this Schedule A (which may include insurance coverage).

2.4.   Upon the reasonable request of the Disclosing Party and upon reasonable notice and during regular business hours, the Receiving Party will permit the Disclosing Party (or any independent or impartial inspection agents or auditors selected by the Disclosing Party and not reasonably objected by the Disclosing Party) to audit its processes and records to ensure protection of the Personal Data and compliance with this Schedule A. The request will be subject to any necessary consent or approval from the Authority, which the Receiving Party will endeavour to obtain in a timely fashion.

3.   Obligations of the Disclosing Party

3.1.   The Disclosing Party warrants and undertakes that:

(a)   the Personal Data has been collected, processed and transferred in accordance with the Data Protection Legislation;

(b)   it has used commercially reasonable efforts to determine that the Receiving Party is able to satisfy its obligations in accordance with this Appendix;

(c)   it will provide the Receiving Party, when so requested, with copies of relevant Data Protection Legislation;

(d)   it will respond to enquiries from Program Participants and the Authority concerning any Personal Data that it has disclosed to the Receiving Party in accordance with the requirements of the Data Protection Legislation;

(e)   it will make available, upon written request, a copy of this Appendix to Program Participants under this Agreement. The Disclosing Party shall also provide a copy of this Appendix to the Authority where required by law; and

(f)   it will take reasonable steps to ensure that the Personal Data is accurate and, where necessary, up-to-date at the time of disclosure to the Receiving Party.

4.   Mutual Obligations of the Institutions

4.1.   The Institutions agree to not disclose or transfer any Personal Data of a Program Participant obtained through the performance of this Agreement to any third party without the prior written consent of the Program Participant. Notwithstanding the foregoing, the Institutions may disclose Personal Data concerning a Program Participant to a third party where:

(a) applicable governing laws allow or compel disclosure of the Personal Data; or

(b) it is necessary for the protection of the wellbeing, safety, or property of any person.

This provision shall survive the termination or expiry of this Agreement.

4.2.   Each Institution is responsible for obtaining the necessary consents of the Program Participants to be able to meet the requirements of this Appendix and this Agreement .

4.3.   In the event of a dispute or claim brought by a Program Participant or the Authority concerning the Processing of the Personal Data against either or both of the Institutions under this Agreement, the Institutions will inform each other about any such disputes or claims, and will cooperate with a view to settling them amicably in a timely fashion.

4.4.   The details of the Personal Data covered under this Appendix are specified in Annex 1 attached hereto, which forms an integral part of this Appendix.

5.   General

5.1   In the event that the Receiving Party is in breach of its obligations under this Appendix, the Disclosing Party may temporarily suspend the transfer of Personal Data to the Receiving Party until the breach is repaired or may terminate this Agreement. The Institutions agree that the termination of this Agreement at any time, in any circumstance and for whatever reason does not exempt the Institutions from complying with the obligations and/or conditions under this Appendix in respect of any Personal Data received from the Disclosing Party under this Agreement.

5.1.   All terms used in this Appendix that are not otherwise defined shall have the respective meanings ascribed to such terms in this Agreement.   .

5.2.   The terms of this Appendix and Annex 1 may only be revised by written agreement signed by the authorized signatories of the Institutions.

Annex '1'

DESCRIPTION OF PERSONAL DATA

Data subjects:

The Personal Data to be shared between the Institutions concerns the following categories of data subjects:

-   Program Participants as defined in this Agreement

Purposes of the sharing of Personal Data under this Agreement:

The sharing of Personal Data is made for the following purposes:

To facilitate the administration of the Program under the Agreement between the Institutions, the Institutions agree to share information with each other with respect to a Program Participant's participation in the Program under this Agreement, including information:

a)   that is necessary or helpful for the efficient management of the Program;

b)   regarding the health, including mental health, and wellbeing of the Program Participant that may impact their participation in the Program; or

c)   to address any concerns regarding the behaviour of a Program Participant.

Sharing Personal Data with Third Parties

Where the health and/or safety of a Program Participant or the community may be at risk or where it is necessary for the protection of the wellbeing, safety, or property of any person, the Institutions may share Personal Data with the following third parties:

-   Police or other law enforcement agency, health care providers, or other governmental authorities.

Categories of Personal Data

The Personal Data to be shared between the Institutions includes but is not limited to the following categories of data:

Name, age, phone number, date of birth, gender, nationality, address, health information, and email addresses.

APPENDIX 4
WTA BC Canada Level One – Allowable Marks

UBC'S ALLOWABLE MARKS

UBX'S ALLOWABLE MARKS

WTA – Wine Tasting Ability label

THE UNIVERSITY OF BRITISH COLUMBIA

Okanagan Campus

ISVV
INSTITUT DES SCIENCES
DE LA VIGNE ET DU VIN
BORDEAUX AQUITAINE

université de **BORDEAUX**

First Middle Last

has satisfied the requirements of the non-credit credential

Letter of Proficiency

in

Wine Tasting Ability BC Canada Level One

Drawing upon the wines of British Columbia and France, this 7-hour non-credit course provides an in-depth introduction to the fundamentals of wine-tasting (steps, senses involved) and teaches the appropriate vocabulary to describe wine and the taste expression of terroir.

Awarded jointly on December 21, 2023

_____   _____
Signature   Signature

Name :   Name :

Title :   Title :

Date: Date:

University of British Columbia   **University of Bordeaux/ISVV**

BLOCK TRANSFER AND ADMISSION AGREEMENT
BETWEEN
THE UNIVERSITY OF BRITISH COLUMBIA,
KELOWNA, BC
AND
OKANAGAN COLLEGE,
KELOWNA, BC

This Block Transfer and Admission Agreement (the "Agreement") is entered into between The University of British Columbia, on behalf of its Faculty of Health and Social Development at its Okanagan campus ("UBCO") and Okanagan College on behalf of its Science, Technology and Health Programs ("OC").

1. Objective of the Agreement:

This Agreement is a replacement to the Block Transfer and Admission Agreement executed by both parties as of May 13, 2014 (the "**Previous Agreement**"). The purpose of this Agreement is to provide a means by which students who have completed Year One and Year Two of the Bachelor of Science in Nursing program recognized by the British Columbia College of Nursing Professionals ("**BCCNP**") at OC will be eligible to transfer into Year Three of the Bachelor of Science in Nursing program at UBCO.

2. General Covenant:

The parties hereby agree to maintain membership in the BCCNP.

3. Requirements for Student Eligibility under this Agreement:

To be eligible for consideration for admission to Year Three of the Bachelor of Science in Nursing program at UBCO, OC students must meet the following minimum academic requirements:

   a. Successful completion of Years One and Two of the Bachelor of Science in Nursing with an overall (cumulative) grade average of 65% or greater[1]; and
   b. A minimum grade of 60% in each nursing and non-nursing course taken as part of the Bachelor of Science in Nursing program.

   In addition to the above requirements, OC student admission to UBCO's Bachelor of Science in Nursing program is subject to the applicable University of British Columbia general and

---

[1] **NOTE:** Commencing with OC students admitted to OC Year One in September 2014 and onwards, OC students who complete Years One and Two of the Bachelor of Science in Nursing with no more than one term where their GPA is below 65% (but at least 60.0%) and who have satisfactorily completed the practice courses of Year 1 and 2 will be admitted and placed on Academic Probation for Year 3.

program-specific admission requirements set out in UBCO's Okanagan Academic Calendar entry, as amended from time to time, accessible at:

http://www.calendar.ubc.ca/okanagan/index.cfm?tree=2,344,0,0

All students are required to meet UBC's Requirements to Receive a Degree as set out at http://www.calendar.ubc.ca/okanagan/index.cfm?tree=3,297,0,0 and this includes a requirement that at least 50% of credits applied towards a UBC degree be taken at UBC Okanagan. To ensure that they plan a course of study which provides for sufficient UBC credits towards their UBC Okanagan BScN degree, all eligible OC transfer students are expected to consult with a UBCO advisor regarding transfer credits at the outset of their BScN program.

4. Application Process

Each year, prior to May 1, OC will submit to UBCO the following:

   a. A list of applicants who satisfy the eligibility requirements set out in Section 3 of this Agreement; and
   b. All application materials required by UBCO for each applicant including, without limitation, signed application, interim transcripts, and when available, final official transcripts, and the complete student file maintained by OC in respect of each applicant, including all assessments of the applicant, performance notes, and all other notes made by OC regarding the applicant

In addition, OC will make appropriate representatives available to UBCO on reasonable notice if UBCO wishes to discuss any applicant with OC. OC will obtain the necessary consents from the applicants to provide the above-noted information to UBCO and to discuss applicants with UBCO.

5. Program Limits:

UBCO will guarantee a maximum of 24 seats per academic year for OC students who satisfy the eligibility requirements set out in Section 3 of this Agreement in the academic year preceding admission. Admission is not guaranteed for students who take a leave after completing the first two years of the Bachelor of Science in Nursing program at OC as it is dependent on the student meeting UBCO's admission criteria and a seat being available. For clarity, under current UBCO School of Nursing Policy (accessible at: http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,288,860,0), students who take a leave after completing the first two years of the Bachelor of Science in Nursing program at OC must normally apply for admission through Enrolment Services at UBCO no later than one year from the time of leaving the program.

6. Curriculum:

OC will:
   a. Deliver Year 1 and Year 2 of the Bachelor of Science in Nursing program recognized by BCCNP as set out in the Program Requirements in UBCO's Okanagan Academic

Calendar entry for the Bachelor of Science in Nursing program, as amended from time to time, accessible at:
http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,288,848,1003;

b. Maintain academic standards consistent with those used by the UBCO Bachelor of Science in Nursing program so as to ensure preparedness of OC students entering Year 3 of the Bachelor of Science in Nursing at UBCO;

c. Provide UBCO with an annual report regarding its delivery of Year 1 and Year 2 of the Bachelor of Science in Nursing program recognized by BCCNP, including: the number of students enrolled in Years 1 and 2; achievements and challenges; and reports or recognition from BCCNP and the Canadian Association of Schools of Nursing;

d. Collaborate with UBCO in advance, with as much lead time as possible, regarding any proposed changes to the delivery of Year One or Year Two of the Bachelor of Science in Nursing program recognized by BCCNP; and

e. Collaborate with UBCO and the Interior Health Authority to facilitate successful student practicum placements.

UBCO will:

a. Provide OC with an annual report regarding its Bachelor of Science in Nursing degree program, including: any policy changes, curriculum changes, achievements and challenges;

b. Collaborate with OC in advance, with as much lead time as possible, regarding any proposed changes to the delivery of Year One or Year Two of the Bachelor of Science in Nursing program recognized by BCCNP;

c. Notify OC in advance, with as much lead time as possible regarding any changes to the Bachelor of Science in Nursing degree program that are anticipated or approved; and

d. Provide OC access to the curriculum of Year 1 and Year 2 of the UBCO Bachelor of Science in Nursing program to facilitate the development of the OC program.

7. Tuition:

UBCO tuition and other fees are subject to adjustment. In addition, the UBCO Board of Governors may approve new fees from time to time. Current fees will be provided during the admission process.

OC tuition and other fees are subject to adjustment. In addition, the OC Board of Governors may approve new fees from time to time. Current fees will be provided during the admission process.

8. Professional Membership:

In addition to the recognition of BCCNP identified in Section 2 of this Agreement, OC will maintain its membership in the Canadian Association of Schools of Nursing.

9. Notices:

Any notice, request or other document which may or is required to be given under this Agreement will be in writing and be delivered or sent by fax or regular mail as follows:

> To UBCO:
> Dean, Faculty of Health and Social Development
> 3333 University Way
> Kelowna BC, V1V 1V7
> Fax: 250-807-9865
>
> or to such other address as UBCO may designate by written notice.
>
> To OC:
> Dean, Science, Technology and Health
> 1000 KLO Road
> Kelowna, BC
> V1V 4X8
> FAX: 250-862-5430

10.   Implementation and Review:

Implementation of this Agreement will be through the Registrar's Office at each institution, in consultation with the units responsible for the delivery of the academic programs.

The parties will cooperate to make applicants aware of this Agreement and the terms and conditions under which students may attend OC for the first two years of the Bachelor of Science in Nursing program recognized by BCCNP and then transfer into the Bachelor of Science in Nursing degree program at UBCO.

The heads of the academic programs will conduct periodic reviews of this Agreement, such reviews to occur not less than twice during the term of this Agreement.

11. Term and Termination:

The parties agree that the Previous Agreement is terminated and replaced by this Agreement.

The term of this Agreement will begin on the date that the Agreement is executed by both parties and will continue until October 31, 2023, unless earlier terminated in accordance with Section 11.

Either party may terminate this Agreement upon six months' written notice to the other party and such termination shall take effect at the end of the following academic year.

In the event of a termination or expiration of this Agreement, with respect to OC students registered in Year 1 or Year 2 of the Bachelor of Science in Nursing program recognized by BCCNP at the time of termination or expiration:

  a. OC will permit such students to continue in their studies until they have concluded the program (completion, withdrawal, academic dismissal or otherwise);
  b. upon successful completion of Year 2, UBCO will admit those students who have satisfied the requirements for student eligibility set out in Section 3 of this Agreement up to the program limit of 24 students per academic year.

12. Confidentiality

The parties agree that they will protect student information in accordance with the provisions of the Freedom of Information and Protection of Privacy Act and will obtain such consents as are necessary to carry out their respective obligations in accordance with this Agreement.

13. Intellectual Property

The name, crests and logos of each party are the intellectual property of that party and may only be used by the other party in promotional material for the Bachelor of Science in Nursing program with that party's express written permission for each specific usage. Each party has the right to specify the form and manner in which its name, crests or logos are used pursuant to this Agreement. Should a party request in writing that the other party cease using its name, crests or logos in a particular manner, then the party so using such name, crests or logos shall cease such use immediately. Each party agrees that nothing in this Agreement shall transfer to a party any right, title, or interest in or to the other party's intellectual property.

14. General

  a. **Academic independence.** Each party acknowledges that the other party is solely responsible for its academic standards and decisions related to the portion of the Bachelor of Science in Nursing program conducted by that party.

b. **Entire agreement.** This Agreement is the entire agreement between these parties and no amendment of this Agreement will be valid unless such amendment is in writing and signed by both parties.

c. **Assignment.** No party will assign its rights and/or obligations under this Agreement without the prior written consent of the other party.

d. **Relationship of the Parties.** Nothing in this Agreement will be considered to constitute a joint venture, partnership, or employment relationship between the parties.

e. **Severability.** If a provision of this Agreement is determined to be invalid or unenforceable by a court of competent jurisdiction, such provision will be severed, and all other provisions will remain in full force provided that the original intent of this Agreement is preserved in all material respects.

f. **Waiver.** No waiver will be inferred or implied by anything done or omitted by the parties save only an express waiver in writing.

g. **Governing law.** This Agreement will be governed by and construed under the laws of British Columbia and the applicable laws of Canada without reference to its conflict of law rules. Any action or proceeding brought to enforce the terms of this Agreement will be brought in a court in Vancouver, British Columbia, and the parties hereby consent and submit to the exclusive jurisdiction of such court.

h. **Enuring Effect.** This Agreement will be binding upon and will enure to the benefit of the parties and each of their respective successors and permitted assigns.

i. **Counterparts.** This Agreement may be executed in separate counterparts, each of which when so executed and delivered will be deemed to constitute an original, but all of which together will constitute one and the same document.

IN WITNESS WHEREOF, the parties have executed this Agreement as of 26 November, 2020.

On behalf of Okanagan College:

(signature)	26 November, 2020
James Hamilton, President	Date
(signature) Yvonne Moritz, Dean, Science, Technology and Health	November 5, 2020

On behalf of The University of British Columbia:

(signature)	
Dr. Lesley Cormack, Deputy Vice Chancellor and Principal	Date
(signature)	October 2, 2020
Mark Crosbie, Associate University Counsel	Date

TERMINATION OF BLOCK TRANSFER AND ADMISSION AGREEMENT

BETWEEN

THE UNIVERSITY OF BRITISH COLUMBIA,

KELOWNA, BC

AND

OKANAGAN COLLEGE,

KELOWNA, BC

Pursuant to ongoing discussions with the Ministry of Post-secondary Education and Future Skills (PEFS), the parties wish to terminate the Block Transfer and Admission Agreement entered into by the parties on November 26, 2020 (the "**Existing Agreement**").

Both parties agree that the Existing Agreement shall be terminated on May 1, 2023 (the "**Termination Date**"). Notwithstanding section 11 of the Existing Agreement, the parties agree that any future transfer of students from the Bachelor of Science in Nursing Program at Okanagan College to UBCO will be subject to, and made in accordance with, a new Transfer Agreement to be entered into by the parties and that the Existing Agreement will not apply to such transfer.

IN WITNESS WHEREOF, the parties have executed this Termination Agreement as of _____, 2023.

On behalf of Okanagan College:

_____

Andrew Hay, Provost and Vice President Academic   Date

On behalf of The University of British Columbia:

_____

Rehan Sadiq, Provost and Vice President Academic   Date

_____

Mark Crosbie, Associate University Counsel   Date

TRANSFER AND ADMISSION AGREEMENT
BETWEEN
THE UNIVERSITY OF BRITISH COLUMBIA,
KELOWNA, BC
AND
OKANAGAN COLLEGE,
KELOWNA, BC

Pursuant to ongoing discussions with the Ministry of Post-secondary Education and Future Skills (PEFS) the University of British Columbia, on behalf of its Faculty of Health and Social Development at its Okanagan Campus ("**UBCO**") and Okanagan College, on behalf of its Science, Technology and Health Programs ("**OC**") wish to terminate the Block Transfer and Admission Agreement signed on November, 26, 2020 (the "**Existing Agreement**"), effective September 1, 2023 and enter into this new Transfer and Admission Agreement to set out the process by which certain current and prospective students at OC will be transferred into the Bachelor of Science in Nursing Program at UBCO ("**UBCO BSN Program**").

The parties agree to the terms and conditions set below in this Agreement.

1) **Transfer of Year One and Year Two OC Students.** On or before September 1, 2023, and subject to the requirements set out in section 3, UBCO will accept up to 24 students from OC who have completed Year One of the Bachelor of Science in Nursing program recognized by the British Columbia College of Nursing Professionals at OC (the "**OC BSN Program**") and up to 24 students who have completed Year Two of the OC BSN Program into the UBCO BSN Program.

2) **Transfer of Prospective Students.** Subject to the requirements set out in section 3, UBCO will accept up to 24 of prospective students who have been admitted into Year 1 of the OC BSN Program for the Winter 1 2023 term as of May 31, 2023.

3) **Student Eligibility Requirements.** Notwithstanding anything to the contrary in this Agreement, to be eligible for admission to the UBCO BSN Program, students must meet the following minimum academic requirements:
   a. with respect to students admitted into Year One of the OC BSN Program and applying for admission into Year One of the UBCO BSN Program, students must meet all of the OC BSN Program admission requirements;
   b. with respect to students applying to transfer into Year Two of the UBCO BSN Program, (i) successful completion of Year One of the OC BSN Program with an overall (cumulative) grade average of 65% or greater, and (ii) a minimum grade of 60% in each nursing and non-nursing course taken as part of the OC BSN Program; and
   c. with respect to students applying to transfer into Year Three of the UBCO BSN Program, (i) successful completion of Year One and Year Two of the OC BSN Program with an overall (cumulative) grade average of 65% or greater, and (ii) a

minimum grade of 60% in each nursing and non-nursing course taken as part of the OC BSN Program[1].

In addition to the requirements set out above in this section 3, OC student admission to the UBCO BSN Program is subject to the applicable University of British Columbia general and program-specific admission requirements set out in UBCO's Okanagan Academic Calendar entry, as amended from time to time, accessible at: http://www.calendar.ubc.ca/okanagan/index.cfm?tree=2,344,0,0.

For greater certainty, the parties acknowledge and agree that admission is not guaranteed for students who take a leave after completing the first two years of the OC BSN Program as it is dependent on the student meeting UBCO's admission criteria and a seat being available. For clarity, under current UBCO School of Nursing Policy (accessible at: http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,288,860,0), students who take a leave after completing the first two years of the OC BSN Program must normally apply for admission through Enrolment Services at UBCO no later than one year from the time of leaving the program.

4) **Application Process.** OC will submit the following to UBCO on or before May 1, 2023:
   a. a list of applicants who satisfy the eligibility requirements set out in Section 3 of this Agreement; and
   b. all application materials required by UBCO for each applicant including, without limitation, signed application, interim transcripts, and when available, final official transcripts, and the complete student file maintained by OC in respect of each applicant, including all assessments of the applicant, performance notes, and all other notes made by OC regarding the applicant, and all copies thereof.

In addition, OC will make appropriate representatives available to UBCO on reasonable notice if UBCO wishes to discuss any applicant with OC. OC will obtain the necessary consents from the applicants to provide the above-noted information to UBCO and to discuss applicants with UBCO.

5) **Fees.** UBCO tuition and other fees are subject to adjustment, and all students admitted to UBCO will be required to pay applicable UBCO tuition and other fees.

6) **Implementation.** The parties will cooperate to make applicants aware of this Agreement and the terms and conditions under which students from the OC BSN Program may transfer into the UBCO BSN Program. OC will assist and collaborate with UBCO with respect to transfer of applicable clinical placements related to the OC BSN Program.

---

[1] **NOTE:** With respect to sections 3(b) and 3(c), commencing with OC students admitted to OC Year One in September 2014 and onwards, OC students who complete Years One and Two of the Bachelor of Science in Nursing with no more than one term where their GPA is below 65% (but at least 60.0%) and who have satisfactorily completed the practice courses of Year 1 and 2 will be admitted and placed on Academic Probation for Year 3.

7) **Term.** Notwithstanding the date of execution, this this Agreement will begin on May 1, 2023 and will continue until October 31, 2023. Sections 4, 8, 9, and 10 survive termination or expiration of this Agreement.

8) **Confidentiality.** Each party will protect student information in accordance with the provisions of the *Freedom of Information and Protection of Privacy Act* (British Columbia) and will obtain such consents as are necessary to carry out their respective obligations in accordance with this Agreement;

9) **Intellectual Property.** The name, crests and logos of each party are the intellectual property of that party and may only be used by the other party in promotional material for the UBCO BSN Program with that party's express written permission for each specific usage. Each party has the right to specify the form and manner in which its name, crests or logos are used pursuant to this Agreement. Should a party request in writing that the other party cease using its name, crests or logos in a particular manner, then the party so using such name, crests or logos shall cease such use immediately. Each party agrees that nothing in this Agreement shall transfer to a party any right, title, or interest in or to the other party's intellectual property;

10) **General.**
    a. **Academic Independence.** Each party acknowledges that the other party is solely responsible for its academic standards and decisions related to its programs.
    b. **Entire agreement.** This Agreement is the entire agreement between these parties and no amendment of this Agreement will be valid unless such amendment is in writing and signed by both parties.
    c. **Assignment.** No party will assign its rights and/or obligations under this Agreement without the prior written consent of the other party.
    d. **Relationship of the Parties.** Nothing in this Agreement will be considered to constitute a joint venture, partnership, or employment relationship between the parties.
    e. **Severability.** If a provision of this Agreement is determined to be invalid or unenforceable by a court of competent jurisdiction, such provision will be severed, and all other provisions will remain in full force provided that the original intent of this Agreement is preserved in all material respects.
    f. **Waiver.** No waiver will be inferred or implied by anything done or omitted by the parties save only an express waiver in writing.
    g. **Governing law.** This Agreement will be governed by and construed under the laws of British Columbia and the applicable laws of Canada without reference to its conflict of law rules. Any action or proceeding brought to enforce the terms of this Agreement will be brought in a court in Vancouver, British Columbia, and the parties hereby consent and submit to the exclusive jurisdiction of such court.
    h. **Enuring Effect.** This Agreement will be binding upon and will enure to the benefit of the parties and each of their respective successors and permitted assigns.
    i. **Counterparts.** This Agreement may be executed in separate counterparts, each of which when so executed and delivered will be deemed to constitute an original, but all of which together will constitute one and the same document.

IN WITNESS WHEREOF, the parties have executed this Agreement as of _____, 2023.

On behalf of Okanagan College:

_____

Andrew Hay, Provost and Vice President Academic   Date

On behalf of The University of British Columbia:

_____

Rehan Sadiq, Provost and Vice President Academic   Date

_____

Mark Crosbie, Associate University Counsel   Date

THE UNIVERSITY OF BRITISH COLUMBIA

Office of the Senate
UNC 322| 333 University Way
Kelowna, BC V1V 1V7

Phone 250 807 9619
Email okanagan.senate@ubc.ca
senate.ubc.ca

18 May 2023

To: Okanagan Senate

From: Appeals of Standing and Discipline Committee

Re: Annual Report 2022-2023 (information)

Committee Terms of Reference:

Delegated Authority over the following by Senate:

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

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

Pursuant to Part 5, Section 39(a) of the *Rules and Procedures of the Okanagan Senate*, and following general practice for a standing committee exercising delegated authority of a larger assembly, the Committee makes an annual report to Senate including the number of appeals heard, their disposition, and the general nature of the appeals.

The following provides a brief outline of disciplinary and academic standing appeal processes along with a summary of appeals considered by the Committee during the period from 01 May 2022 to 30 April 2023.

A.   Student Discipline

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

Student discipline is governed by the Policies and Regulations section of the UBC Okanagan Academic Calendar (see UBC Okanagan Academic Calendar Policies and Regulations, Student

THE UNIVERSITY OF BRITISH COLUMBIA

Discipline) and in the case of allegations of non-academic misconduct involving sexual assault and other sexual misconduct, by Board of Governors Policy SC-17.

1.   Academic Misconduct

During the Period 01 May 2022 to 30 April 2023, the Senate Committee heard one appeal involving a student disciplined for academic misconduct by the President upon the recommendation of the President's Advisory Committee on Student Discipline.

The appeal was dismissed.

2.   Non-academic Misconduct

During the period 01 May 2022 to 30 April 2023, the Committee heard one appeal involving a student disciplined by the President upon the recommendation of the President's UBC Okanagan Non-Academic Misconduct Committee.

The appeal was adjourned for the parties to provide written submissions on two preliminary issues.

In addition, the Committee was scheduled to hear one other non-academic misconduct appeal in this period, however, it was withdrawn by the appellant's legal counsel ninety minutes before the hearing start time.

3.   Sexual Assault and Other Sexual Misconduct

During the period 01 May 2022 to 30 April 2023, the Committee heard no appeals involving students disciplined by the President under Policy SC-17 for sexual assault or other sexual misconduct.

B.   Academic Standing

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

Students may also appeal to the Committee for contravention of procedure with respect to a Review of Assigned Standing in a Course (see UBC Okanagan Academic Calendar, Policies and Regulations, Review of Assigned Standing in a Course).

An appeal allowed by the Committee shall be by:

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

1. Academic Standing

During the period 01 May 2022 to 30 April 2023, the Committee heard one appeal on academic standing.

The student appealed the decision of the Faculty assigning a grade of 0% on a course midterm exam.

As set out in section 2.5 of the academic standing appeal procedures, the Committee shall allow an appeal where it decides that the decision has been arrived at through improper or unfair procedures, and that as a result a wrong decision on the merits has or may have been arrived at. "Improper or unfair procedures" include the consideration of information which ought not to have been considered and the failure to consider information that ought properly to have been considered.

The Committee determined that the Faculty created an improper and unfair procedure in several ways: by misapplying the academic concession policy; by failing to consider information it ought to have properly considered; and by imposing an unduly onerous documentation requirement and failing to provide guidance as to acceptable documentation. The Committee concluded that the improper and unfair procedure resulted in a wrong decision on the merits and directed Aegrotat standing for the student.

Appeal allowed

Due to the timing of the appeal hearings and the ongoing preparation of written reasons for the decisions, no additional information about the appeals is available.

The Committee wishes to provide some general comments about this appeal period.

The Committee is not experiencing delays in the processing or hearing of appeals or in communicating its the decisions - a decision is generally communicated to the parties within 48 hours. There are, however, a number of outstanding written reasons. The Committee considers these reasons a high-priority and is working with the Office of the Senate to clear the backlog.

Over the past 12 months, the Committee has noted an increase in the volume of materials filed, with hearing packages often running to 300 - 400+ pages. The committee has also experienced instances of an appellant failing to appear at their hearing.

Respectfully submitted,

Dr. Robert Campbell, Chair
Appeals of Standing and Discipline Committee

Members of the Committee:
• Dr. Robert Campbell (Chair)
• Dr. Jonathan Holzman (Vice-Chair)
• Dr. Yves Lucet
• Dr. Loic Markley
• Dr. Julien Picault
• Abdulrahman Alnaar (Convocation)
• Jonathan Low (Student)
• Siddarth Chopra (Student)

THE UNIVERSITY OF BRITISH COLUMBIA

18 May 2023

To: Okanagan Senate

From: Curriculum Committee

Re: 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.

Therefore, the following is recommended to Senate:

Motion: *That Senate approve and recommend to the Board of Governors for approval the new and revised programs, new subject code, new and revised courses, discontinued course, and discontinued program as presented by the Faculties of Applied Science, Arts and Social Sciences, Science, and Health and Social Development.*

a. From the Faculty of Applied Science

  i.   New Program: Computer Engineering

  ii.   New Subject Code: CMPE – Computer Engineering

  iii. New Courses: CMPE 201, 301, 401, 402, 409, 410, 461, 465, 485

  iv.   New and Revised Courses: MANF 277, 330, 377, 386, 378, 416, 475, 496, 516

  v.   Revised Courses: ENGR 315, 480, 481, 486, 487

  vi.   Revised Program Requirements: Manufacturing Engineering

  vii. Revised Program Requirements: Mechanical Engineering

  viii. Revised Program Requirements: Electrical Engineering for Students who entered the B.A.Sc. program in 2020/21 or earlier

  ix.   Revised Program Requirements: Electrical Engineering for Students who entered the B.A.Sc. program in 2022/22 or later

b. From the Faculty of Arts and Social Sciences

     i.   New Course: GEOG 280

    ii.   Revised Program Requirements: B.A. Degree Requirement for students entering the program in 2021/2022 or later

c. From the Faculty of Science

      i.   New Courses: ASTR 401, 411, 501, 511

     ii.   Revised Program Requirements: Major in Economics (B.Sc.)

    iii.   Revised Program Requirements: Psychology Honours Program (B.Sc.)

    iv.   Revised Calendar Entry: Requirements of an Annotation of a Second or Subsequent Major or Honours Designation on a Baccalaureate Degree Previously Conferred

     v.   Revised Program Requirements: B.Sust. Environmental Analytics Concentration

    vi.   Revised Program Requirements: B.Sust. Environmental Humanities Concentration

   vii.   Revised Program Requirements: Major in Data Science, Minor in Data Science

  viii.   Revised Program Requirements: Major in Earth and Environmental Sciences

    ix.   New Course: EESC 112

     x.   Revised Program Requirements: Major in Freshwater Science

    xi.   Revised Program Requirements: Major in Mathematics (B.Sc.)

   xii.   Discontinuation of Program: Mathematical Sciences

  xiii.   Revised Program Requirements: Major in Physics, Physics Honours Program

  xiv.   Revised Program Requirements: Combined Major in Physics and Mathematics

   xv.   Revised Program Requirements: Major in Statistics, Minor in Statistics

d. From the Faculty of Health and Social Development

     i.   Revised Course: HINT 320

    ii.   Discontinued Course: HEAL 307

For the Committee,

Dr. Yves Lucet
Chair, Curriculum Committee

THE UNIVERSITY OF BRITISH COLUMBIA

Okanagan Campus

New Undergraduate Program Proposal

Bachelor of Applied Science (B.A.Sc.)
Computer Engineering

Faculty of Applied Science - School of Engineering
University of British Columbia, Okanagan Campus (UBCO)

1

Table of Contents

Overview

The proposed program is a Bachelor of Applied Science (BASc) in Computer Engineering (CMPE), located at The University of British Columbia, Okanagan Campus. The program will be offered within the Faculty of Applied Science and administered by the School of Engineering (SoE).

SoE will offer this Computer Engineering Undergraduate Degree program parallel with the other Civil, Electrical, Mechanical, and Manufacturing Engineering programs. The Computer Engineering program will have the standard first-year engineering curriculum, partially common Year 2, and specialized curriculum in Years 3 and 4. A five-year degree program will also be available for students wishing to take a lighter course load. A Co-Op option is also available.

Computer Engineering is designed to address the demand of engineering professionals who are well trained in electrical and computer technology. Despite this high demand, there is no Computer Engineering Undergraduate Degree Program in the British Columbia Interior being offered. Currently, institutions such as Thompson Rivers University, Okanagan College, and other regional colleges offer the Software Engineering Programs; therefore, they are not competitive to this program. Instead, the proposed Computer Engineering program would be seen as more complementary. Unlike Computer Science, which focuses more on software, computer engineering focuses more on hardware and solves real-life problems using a combined knowledge of electrical engineering and computer science.

For this reason, the industry demand for computer engineering graduates has been strong, and a skilled computer engineering graduate can lead to high-paying jobs with some of the best companies such as Apple, Amazon, Google, Intel, and Tesla. While the Bureau of Labor Statistics (BLS) projects a slower-than-average growth rate of 2% for computer engineers, these professionals earned a healthy median annual salary of $119,560 as of 2020. Indeed.ca currently shows that more than 3,000 unfilled computer engineering positions are just in the greater Toronto area alone and another 6,000 unfilled computer engineering positions in Canada. In addition, our local companies, such as ESS Technology, have ongoing unfilled computer engineering positions. Currently, the Department of Electrical and Computer Engineering offers a computer engineering program on the Vancouver campus, and the program disappoints 50% of the applicants each year with its competitive entry. Our uniquely designed computer engineering program will attract applicants from UBC Vancouver and other talents to the Okanagan region by providing a new computer engineering program. Indeed, according to our recent student survey, our students will strongly welcome such a new program. In addition, the proposed computer engineering program will focus on artificial intelligence (AI) applications. It will create a strong push for start-ups to tackle the 390 billion global AI market by 2025 (according to Grand View Research), and computer hardware lies underneath each AI application. For example, Intel predicts that the AI accelerator market for data centers alone was valued at 13.7 billion in 2021 and is expected to reach 65.3 billion by 2026.

Credential to be awarded

The proposed credential will be a Bachelor of Applied Science in Computer Engineering.

Location

The Computer Engineering program will be delivered in person at the University of British Columbia, Okanagan Campus.

Faculty

The Computer Engineering program will reside in the School of Engineering, Faculty of Applied Science.
See Appendix #2.

Anticipated Program Start Date

Engineering students choose their specialized program in year two. We are hoping this first intake of year two Computer Engineering students will be September 2024.

Anticipated Completion

The first intake is tentatively scheduled to graduate in 2027W.

Program Outcomes

The BASc in Computer Engineering aims to prepare students for professional practice, graduate studies in engineering, or entrepreneurship in the hi-tech industry. Students will have a fundamental knowledge of both electrical and computing science.

Students will be able to:

- Develop the ability to formulate and solve engineering problems using computer engineering principles based on applied science and mathematics

- Utilize the basic principles of electronic circuit design and analysis, including computer-aided design tools to design and implement computing hardware.

- Design and implement systems that integrate hardware and software to solve practical problems.

- Develop safe, secure, and scalable computing applications and solutions having appropriate design trade-offs.

- Communicate ideas effectively, using suitable media.

- Contribute to communities positively through a reflective and thoughtful application of technical skills, professionalism, ethics, and a deep understanding of social contexts.

- Demonstrate an ability to learn continuously, generate new knowledge, advance professionally, and take on new responsibilities and leadership roles.

The proposed program will leverage the current robust UBCO Electrical Engineering program and work closely with the Computer Science unit on the UBC Okanagan campus. We can offer the first two years of the computer engineering curriculum with our existing resources. In addition to the program design, SoE also has facilities such as the microfabrication laboratory and special arrangements with Canadian Microelectronics Corporation (CMC)

Microsystems with CAD licenses and FAB Services for making working prototypes. The upper-year computer engineering courses and capstone design projects will use these facilities and services.

Degree Credits

The students will compete 144 total program credits. The core curriculum consists of 120 credits with 24 credits being elective options for students.

Linkages between Program Learning Outcomes and Curriculum Design

The proposed CMPE program has been built to remain competitive within the industry while also contributing to the departments and university's strategic plan. CMPE will provide the students with hands-on training through project work that will emerge from practical needs. Training will be available in engineering entrepreneurship to prepare our students to launch high-tech start-up companies in the Okanagan region. This program will foster and promote interdisciplinary research with other existing programs such as Manufacturing Engineering, which focuses on Industry 4.0 and contains many computer-related skills that deal with sensors, data, logic control, etc. This program hopes to strengthen relationships and collaboration with other academic units within the university such as Computer Science.

Delivery Methods

This program is intended to be delivered in person on the UBC Okanagan Campus.

Anticipated Contribution to the Mandate of the Institution

This program falls directly in line with *UBC's Shaping the Next Century* by tackling all three themes of *Inclusion, Collaboration, and Innovation*. This Computer Engineering program will *attract, engage and retain students and faculty* both internationally and domestically. Collaborating from various backgrounds, these students will learn how to leverage research and expand on opportunities made available to them to solve real work problems.

A core commitment of UBCO Okanagan's ASPIRE vision is Research Excellence. This degree program will allow UBCO to acquire emerging technologies and connect globally for excellence in research and learning in computer engineering, which is an interdisciplinary major between electrical engineering and computer science. Another ASPIRE core commitment is Transformative Learning. With hands-on training through engineering projects, the students will be well equipped with creative and critical thinking skills. Finally, the other ASPIRE core commitment of Community Engagement will be highlighted as the program partners with regional and national hi-tech companies. It will make an economic impact on the regional and national economies.

Program Strengths

With this program already being successfully offered at the UBC Vancouver campus, we know that its popularity has made it the second most popular engineering program in Vancouver, following Mechanical Engineering. We anticipate that the proposed computer engineering program will attract domestic and international students. The students will receive hands-on training through project work that will emerge from practical needs. Training in engineering entrepreneurship is also available to prepare our students to launch high-tech start-up companies in the Okanagan region. The Computer Engineering discipline can

foster interdisciplinary research with other existing programs such as Manufacturing Engineering, which focuses on Industry 4.0 and contains many computer-related skills that deal with sensors, data, logic control, etc. Computer Engineering can build on existing investments made with the SoE and strengthen relationships with other academic units such as Computer Science.

Target Audience

The anticipated audience for this program is domestic and international students with a desire to study Electrical and Computer Engineering and have a solid mathematical background. In a recent survey of the current Electrical Engineering students, 103 of the 157 respondents (*See Appendix 6*) stated they would stay at the Okanagan campus if offered a Computer Engineering program. We would be able to accommodate 50 students into this capped program including the students who could not get a seat in the highly competitive UBC Vancouver Computer Engineering program.

Course Information

First year curriculum is common amongst all engineering students. Second year is when students choose their program of choice and take prescribed courses. *See Appendix #4.*

Second Year Computer Engineering Curriculum		Credits
APSC 201	Technical Communications	3
APSC 246	System Dynamics	3
APSC 248	Engineering Analysis III	3
APSC 255	Electric Circuits and Power	3
APSC 256	Numerical Methods for Analysis	3
APSC 262	Digital Systems Design	3
APSC 278	Electric and Magnetic Fields	3
CMPE 201	Computing for Science and Technology	3
CMPE 246	Computer Engineering Design Studio	3
COSC 121	Computer Programming II	3
COSC 221	Introduction to Discrete Structures	3
COSC 222	Data Structure	3
	Total Credits	36

Third Year Computer Engineering Curriculum		Credits
APSC 270	Signal and Communications	3
CMPE 301	Software System Design for Engineers	3
COSC 310	Software Engineering	3
COSC 315	Introduction to Operating System	3
ENGR 303	Engineering Project Management	3
ENGR 305	Engineering Economic Analysis	3
ENGR 350	Linear Circuit Theory	3
ENGR 351	Microelectronics I	3
ENGR 359	Microcomputer Engineering	3
ENGR 360	Engineering Probability and Statistics	3
ENGR 362	Digital Signal Processing I	3
MANF 386	Industrial Automation	3
	Total Credits	36

6

Fourth Year Computer Engineering Curriculum		Credits
CMPE 485	Introduction to Quantum Computing	3
ENGR 413	Law and Ethics for Engineers	3
ENGR 499	Engineering Capstone Design Project	6
	Design Electives	12
	Technical Electives	9
	Humanities Elective	3
	Total Credits	36

Approved Design Electives and Technical Electives for Computer Engineering:

COSC 320 Analysis of Algorithms

COSC 322 Introduction to Artificial Intelligence

COSC 304 Introduction to Database

COSC 404 Data System Implementation

COSC 407 Introduction to Parallel Computing

ENGR 415 Microelectronics II

ENGR 418 Machine Learning for Engineers

ENGR 453 Internet of Things

ENGR 463 Communication Networks

ENGR 464 Distributed Ledger Technologies with Engineering Applications

ENGR 466 Introduction to VLSI Systems

ENGR 467 Real-Time and Embedded System Design

ENGR 468 Advanced Digital System Design

ENGR 474 Analog Integrated Circuits

ENGR 480 Modern Control

ENGR 486 Robot Modelling and Control

CMPE 461 Introduction to Cloud Networking

CMPE 410 Network Security and Cryptography

CMPE 465 Computer Architecture & Organization

CMPE 402 Compiler Engineering

CMPE 401 Deep Learning for Engineers

CMPE 409 Artificial Intelligence for Robotics

Three possible specialization pathways – not formally implemented, only suggested.
1. **Advanced Computing & Networks**
   a. COSC 407 Introduction to Parallel Computing
   b. CMPE 461 Introduction Computing Networking
   c. CMPE 410 Network Security and Cryptography
   d. ENGR 453 Internet of Things
   e. ENGR 464 Distributed Ledger Technologies with Engineering Applications
   f. ENGR 463 Communication Networks

7

2. **Computer Systems, Analog and Digital Designs**
    a. CMPE 402 Compiler Engineering
    b. CMPE 465 Computer Architecture and Organization
    c. ENGR 467 Real-time and Embedded System Design
    d. ENGR 468 Advanced Digital System Design
    e. ENGR 466 Introduction to VLSI Systems
    f. ENGR 474 Analog Integrated Circuits
    g. ENGR 451 Microelectronics II

3. **Intelligent Systems**
    a. CMPE 401 Introduction to Deep Learning for Engineers
    b. CMPE 409 Artificial Intelligence for Robotics
    c. ENGR 418 Applied Machine Learning for Engineers
    d. ENGR 480 Modern Control
    e. ENGR 494 Autonomous Vehicle
    f. ENGR 486 Robot Modelling and Control
    g. MANF 465 Digital Enterprise

Potential Areas and/or Opportunities for Further Study

SOE hopes to create a Master's degree program in Electrical and Computer Engineering that the students can transition to. Additionally, during their 4-year undergraduate degree program, students have the option to of participate in Coop.

UBC Vancouver vs. UBC Okanagan

The program proposed by the School of Engineering has been developed in consultation with the Vancouver Computer Engineering program, and shares the same high-level program learning outcomes for the core elements of the program. However, given the different course names and organization of courses on the two campuses, the programs may not be equal but are designed to be equivalent. This is the same approach taken for the Manufacturing Engineering programs on both campuses.

As with any program, students take both core and elective courses, and while the range of electives offered at the Okanagan campus would be limited at first, we would aim to grow the number of electives offered to be comparable to the Vancouver program as new faculty members are hired. As with the Vancouver program, the Okanagan program has been designed to meet the criteria required by the Canadian Engineering Accreditation Board which further ensures that both programs meet the same specific graduate attributes defined by CEAB. Since the programs are at least 80% similar, a Ministry Stage One Application is not required. *See Appendix 3.*

Contact Person

Dr. Julian Cheng, Professor of Electrical Engineering
250.807.8800 - Julian.Cheng@ubc.ca

8

Appendices

Appendix 1: Computer Engineering Task Force Members

Dr. Julian Cheng; Task Force Chair; Professor; Electrical
Dr. Zheng Liu; Professor; Civil, Electrical, Manufacturing
Dr. Chen Feng; Associate Professor; Electrical
Dr. Ayman Elnaggar; Associate Professor of Teaching; Electrical
Dr. Ahmad Al-Dabbagh; Assistant Professor; Electrical, Manufacturing, Mechanical
Patti Ostrikoff; Curriculum and Accreditation Advisor

Appendix 2: Current Faculty and Course Commitments

While the intention is to hire one instructor and up to five research professors over the span of five years, the existing robust electrical faculty do hold the expertise relevant to support the CMPE program and teach all core courses with the exception of COSC 310. Although the faculty members listed below have existing research and teaching assignments, SOE is committed to providing adjustments to support the CMPE program. The following faculty are qualified to teach the new CMPE courses and some of the COSC courses.

Dr. Julian Cheng – Professor; Electrical

Research Interests: Wireless Digital Communications Theory; Optical Wireless Communications Theory; 5G Wireless Networks and Beyond; Quantum Information Processing and Communications; Machine Learning and Deep Learning; Wireless Location Technology

Courses & Teaching: ENGR 350 Linear Circuit Theory; ENGR 361 Signals and Communication Systems; ENGR 460 Probability and Stochastic Processes for Engineers; ENGR 461 Digital Communications; ENGR 502 Technical Communication for Engineering Research; ENGR 550 Stochastic Processes; ENGR 560 Probability and Stochastic Processes for Engineers; ENGR 564 Fundamentals of Digital Communications

Potential CMPE Courses: CMPE 246, CMPE 402, CMPE 401, CMPE 409, COSC 121, COSC 221, COSC 222, COSC 320, COSC 322

Dr. Zheng Liu - Professor; Civil, Electrical, Manufacturing

Research Interests: Intelligent sensing, measurement, and instrumentation; Diagnostics, prognostics, and health management; Predictive maintenance; Digital twin; Computational intelligence and data/information fusion; Non-destructive testing & Evaluation; Machine/computer vision; Data analytics and machine learning.

Courses & Teaching: ENGR 598 (I&II): Predictive Data Analytics; Machine Learning Algorithms; ENGR 526: Multi-Sensor Data Fusion: System Architecture and Applications;

Potential CMPE Courses: CMPE 409, COSC 320

Dr. Chen Feng - Associate Professor; Electrical

Research Interests: Information and Coding Theory; Blockchain Technology

Courses & Teaching: APSC 254 Instrumentation and Data Analysis, ENGR 453 Internet of Things; ENGR 463 Communication Networks; ENGR 464 Distributed Ledger Technologies with Engineering Applications; ENGR 465 Wireless Communications; ENGR 501 Deep and Reinforcement Learning for Engineers; ENGR 565 Advanced Wireless Communications; ENGR 566 Advanced Communication Networks

Potential CMPE Courses: CMPE 301, CMPE 410, CMPE 485, CMPE 461, COSC 221, COSC 222, COSC 320, COSC 407

Dr. Ayman Elnaggar - Associate Professor of Teaching; Electrical

Research Interests: Engineering Education: Conducting fundamental research on engineering education and bridging research and practice; Identifying the reasons why effective practices work; Assessing how students learn, and moving those findings into the classrooms of tomorrow's engineers; Mental Health and Well-being of students.

Courses & Teaching: Real-Time Embedded Systems Design; Advanced Digital Systems Design; Microcomputer Engineering (Embedded Systems & Microprocessor Interfacing); Digital Logic Design; Electric Circuits & Power; Numerical Methods for Engineers.

Potential CMPE Courses: CMPE 246**,** CMPE 465

11

Dr. Anas Chaaban - Assistant Professor; Electrical

Research Interests: Network Information Theory; Interference Mitigation; Wireless Communications; Optical Wireless Communications; Coding Theory

Courses & Teaching: ENGR 562 Information Theory; ENGR 463 Communication Networks; ENGR 418/518 Applied Machine Learning for Engineers; APSC 177 Engineering Computation and Instrumentation; APSC 173 Engineering Analysis II

Potential CMPE Courses: CMPE 401, COSC 221

Dr. Ahmad Al-Dabbagh - Assistant Professor; Electrical, Manufacturing, Mechanical

Research Interests: Control systems; fault diagnosis; cyber security; alarm management

Courses & Teaching: MANF 465 Digital Enterprise; ENGR 315 Systems and Control; ENGR 453 Internet of Things

Potential CMPE Courses: CMPE 410

Richard Aleong - Lecturer

Research Interests: Engineering education research; Interdisciplinary learning and practice; Human-centered design and systems thinking; Qualitative research methods; Educational development for engineering education transformation

Potential CMPE Courses: CMPE 201

12

Appendix 3 UBCO vs. UBCV Curriculum Mapping

Computer Engineering (CMPE) - Okanagan (144 Credits)   **Computer Engineering (CPEN) – Vancouver (150 Credits)**

Code	Course Title	Cr		Code	Course Title	Cr
APSC 169	Fundamentals of Sustainable Engineering Design	3		APSC 100	Introduction to Engineering I	3
APSC 171	Engineering Drawing and CAD/CAM	3		APSC 101	Introduction to Engineering II	3
APSC 172	Engineering Analysis I	3		APSC 160	Introduction to Computation in Engineering Des.	3
APSC 173	Engineering Analysis II	3		CHEM 154	Chemistry for Engineering	3
APSC 176	Engineering Communication	3		MATH 100	Differential Calculus with Applications	3
APSC 177	Engineering Computation and Instrumentation	3		MATH 101	Integral Calculus with Applications	3
APSC 178	Electricity, Magnetism, and Waves	3		MATH 152	Linear Systems	3
APSC 179	Linear Algebra for Engineers	3		PHYS 157	Introductory Physics for Engineers I	3
APSC 180	Statics	3		PHYS 158	Introductory Physics for Engineers II	3
APSC 181	Dynamics	3		PHYS 159	Introductory Physics Laboratory for Engineers	3
APSC 182	Matter and Energy I	3		PHYS 170	Mechanics I	1
APSC 183	Matter and Energy II	3		WRDS 150	Writing and Research in the Disciplines	3
					Complimentary Studies	3
Total Credits		36		Total Credits		37

Note that Y1 engineering curriculum is considered equivalent as per the BC common year 1 engineering curriculum

Year 2

Code	Course Title	Cr		Code	Course Title	Cr
APSC 201	Technical Communication	3		CPEN 211	Intro to Microcomputers	5
APSC 246	System Dynamics	3		CPEN 212	Computing Systems II	4
APSC 248	Engineering Analysis III	3		CPEN 221	Principles of Software Constructions	4
APSC 255	Electric Circuits and Power	3		CPEN 281	Technical Communications	3
APSC 256	Numerical Methods for Analysis	3		CPEN 291	Computer Engineering Design Studio I	6
APSC 262	Digital Systems Design	3		CPSC 221	Basic Algorithms & Data Structures	4
APSC 278	Electric and Magnetic Fields	3		ELEC 201	Circuit Analysis I	4
CMPE 201	Computing for Science, Engineering, and Tech.	3		MATH 220	Mathematical Proof	3
CMPE 246	Computer Engineering Design Studio	3		MATH 253	Multivariable Calculus	3
COSC 121	Computer Programming II	3		MATH 256	Differential Equations	3
COSC 221	Introduction to Discrete Structures	3				
COSC 222	Data Structure	3				
Total Credits		36		Total Credits		39

Year 3

Code	Course Title	Cr		Code	Course Title	Cr
APSC 270	Signal and Communications	3		CPEN 331	Operating Systems	4
CMPE 301	Software System Design for Engineers	3		CPEN 391	Computer Engineering Design Studio II	6
COSC 310	Software Engineering	3		CPSC 320	Intermediate Algorithm Design & Analysis	3
COSC 315	Operating Systems	3		MATH 318 /302	Probability	3
ENGR 303	Engineering Project Management	3		Complimentary Studies		6
ENGR 305	Engineering Economic Analysis	3		Electives		16
ENGR 350	Linear Circuit Theory	3				
ENGR 351	Microelectronics I	3				
ENGR 359	Microcomputer Engineering	3				
ENGR 360	Probability and Statistics	3				
ENGR 362	Digital Signal Processing I	3				
MANF 386	Industrial Automation	3				
Total Credits		36		Total Credits		38

Year 4

Code	Course Title	Cr		Code	Course Title	Cr
CMPE 485	Introduction to Quantum Computing	3		APSC 450	Professional Engineering Practice	2
ENGR 413	Ethics and Law for Engineers	3		CPEN 481	Economic Analysis of Engineering Projects	3
ENGR 499	Capstone	6		CPEN 491	Capstone	10
Electives (Humanities, Technical and Design)		24		Electives		23
Total Credits		36		Total Credits		38

13

Appendix 4: Course Descriptions

Existing Courses	
Course Title	Academic Calendar Description
APSC 201 Technical Communications	Written and oral communication in engineering. Report preparation, business correspondence, and oral presentation of technical material. Principles of communication with Indigenous communities. [3-0-0] *Prerequisite:* APSC 176.
APSC 246 System Dynamics	Introduction to the Fourier series. Linear time invariant system, impulse response function, operator, convolution, system characterization, complex numbers, solution of linear ordinary differential equations, Laplace transform and its applications, transfer function, frequency response, solution to system of linear differential equations. Fourier series and transform. [3-0-1] *Prerequisite:* All of APSC 173, APSC 179, APSC 181.
APSC 248 Engineering Analysis III	Multivariable functions, Lagrange multipliers; line integrals, surface integrals, volume integrals; divergence, curl, gradient; divergence and Stokes' theorems; engineering applications of vector field theory. Introduction to partial differential equations. [3-0-1] *Prerequisite:* All of APSC 173.
APSC 255 Electric Circuits and Power	Circuit analysis techniques for steady-state AC and DC circuits containing independent and dependent voltage and current sources, resistance, capacitance and inductance. DC maximum power transfer. AC power including real, reactive, apparent and complex power and power factor. AC power analysis using phasors. Three-phase AC power systems. [3-2*-1] *Prerequisite:* APSC 178.
APSC 256 Numerical Methods for Analysis	Circuit analysis techniques for steady-state AC and DC circuits containing independent and dependent voltage and current sources, resistance, capacitance and inductance. DC maximum power transfer. AC power including real, reactive, apparent and complex power and power factor. AC power analysis using phasors. Three-phase AC power systems. [3-2*-1] *Prerequisite:* APSC 178.
APSC 262 Digital Systems Design	Logic design methods, hardware description language (HDL), number representation and arithmetic circuits, combinational circuits, flip-flops, registers, programmable logic devices (FPGAs), counters, finite state machines, digital system designs. [3-2*-0] *Prerequisite:* APSC 178.
APSC 270 Signal and Communication	Fourier series and Fourier transform analysis of signals; sampling theorem; amplitude; phase; and frequency modulation; baseband digital transmission; pulse code modulation and quantization; Nyquist pulses; inter-symbol interference. Credit will be granted for only one of APSC 270 or ENGR 361. [3-2*-0] *Prerequisite:* APSC 246.
APSC 278 Electric & Magnetic Fields	Fourier series and Fourier transform analysis of signals; sampling theorem; amplitude; phase; and frequency modulation; baseband digital transmission; pulse code modulation and quantization; Nyquist pulses; inter-symbol interference. Credit will be granted for only one of APSC 270 or ENGR 361. [3-2*-0] *Prerequisite:* APSC 246.
COSC 121 Computer Programming II	Advanced programming in the application of software engineering techniques to the design and implementation of programs manipulating complex data structures. [3-2-0] *Prerequisite:* A score of 60% or higher in one of COSC 111, COSC 123.
COSC 221 Introduction to Discrete Structures	Introduction to sets, logic, combinatorics, and graph theory, as applied in computing: sets and propositions, permutations and combinations, graphs and trees, Boolean algebra, algorithms, and applications. [3-0-1] *Prerequisite:* One of MATH 101, MATH 142, APSC 173. *Corequisite:* COSC 121.
COSC 222 Data Structures	Introduction to the design, implementation and analysis of data structures. Topics will include lists, stacks, queues, trees, and graphs. Credit will only be granted for one of COSC 210 or COSC 222. [3-2-0] *Prerequisite:* A score of 60% or higher in COSC 121.
COSC 310 Software Engineering	Techniques to construct large systems using fundamental activities of specification, design, implementation, testing, and maintenance. Various life cycle models, exposure to software development tools, modelling techniques, good development practices, and project management. [3-2-0] *Prerequisite:* One of COSC 210, COSC 222, COSC 223 and third-year standing
COSC 315 Operating Systems	Introduction to batch, multiprogramming, and time-sharing systems. Process synchronization and communication. Main memory allocation techniques including virtual memory; process scheduling; deadlock avoidance and prevention; file organization and device management. [3-2-0] *Prerequisite:* All of COSC 221, COSC 222.
ENGR 303 Engineering Project Management	Project management including initiating, planning, executing, controlling, and closing engineering projects. Managing the scope, costs, schedule, risks, and human resources in

14

	engineering projects. External party engagement, including Indigenous communities. [3-0-0] *Prerequisite:* All of APSC 169, APSC 201.
ENGR 305 Engineering Economic Analysis	Cost concepts, accounting, time value of money; depreciation and taxes; public sector projects; economic evaluation techniques; handling uncertainty; sustainability in economic evaluation; societal context; infrastructure management needs; project impacts, mitigating risk. Case studies. [3-0-0] *Prerequisite:* Second-year standing in the B.A.Sc. program.
ENGR 350 Linear Circuit Theory	Transient and steady-state analysis of linear circuits, Laplace transform analysis, mutual inductance and ideal transformers, frequency response and Bode plots, passive and active filters, introduction to synthesis of passive networks, two-port network models for linear systems, and circuit simulation. [3-0-0] *Prerequisite:* All of APSC 246, APSC 255.
ENGR 351 Microelectronics	Signals and amplifier fundamentals, the operational amplifier, diodes, metal-oxide-semiconductor field effect transistor amplifier circuits, and bipolar junction transistor amplifier circuits. [3-2*-0] *Prerequisite:* APSC 255.
ENGR 359 Microcomputer Engineering	Microcomputer architecture, number representation, assembly language, parallel and serial input/output, interrupts, memory, peripherals. [3-2*-0] *Prerequisite:* APSC 255.
ENGR 360 Probability & Statistics	Set theory, conditional probability, distribution function, functions of random variables, central limit theorem, sample distributions, confidence intervals, elements of parameter estimation and hypothesis testing, testing the fit of a distribution. Applications of probability and statistics in engineering. Credit will be granted for only one of ENGR 360 or ENGR 460. [3-0-1] *Prerequisite:* All of APSC 248, APSC 254.
ENGR 362 Digital Signal Processing I	Discrete-time signals and systems, difference equations, sampling and aliasing, decimation and interpolation, quantization errors, z-transform, discrete Fourier transform, fast Fourier transform, implementation of discrete-time systems, finite and infinite impulse response filter design. [3-0-1] *Prerequisite:* APSC 246.
ENGR 413 Ethics and Law for Engineers	Ethical theories and their application. The Canadian legal system. Companies, partnerships, independent contractors. Contract documents, specifications, liability, torts and liens. Intellectual property. Agency; evidence; role of an expert witness. Employment law. Professional Governance Act, Code of Ethics, consultation and engagement with Indigenous communities. [3-0-0] *Prerequisite:* Fourth-year standing.
ENGR 499 Capstone	A capstone design project in response to an actual engineering problem. The project can be multi-disciplinary or in a specialized area of engineering. Students are required to submit a comprehensive project report and deliver a formal presentation. [2-3-0; 0-6-0] *Prerequisite:* Fourth-year standing.

New Courses & Possible Existing Faculty to Teach

CMPE 201 Computing for Science & Technology	Invention and evolution of computers; impact of computing technology on science and engineering including Internet of Things (IoT) and Industry 4.0 [3-0-0] *Prerequisite:* APSC 176 or a three-credit English course Instructor: Richard Aleong
CMPE 246 Computer Engineering Design Studio	Embedded systems programming, App development for Internet of Thing applications, Microprocessor Programming [3-2-0] *Prerequisite*: APSC 177 or COSC 111 Instructor: Dr Ayman Elnaggar
CMPE 301 Software System Design for Engineers	Software development life cycle, architectural patterns, design patterns and anti-patterns, model-view-controller pattern, object-oriented design principles, design for scalability and performance, design for maintainability and testability, agile development. [3-0-0] *Prerequisites:* APSC 177 or COSC 111, COSC 121, COSC 122. Instructor: Dr. Feng Chen
CMPE 401 Deep Learning for Engineers	Neural networks, computation graph, hyper-parameter tuning, regularization, batch normalization, convolutional neural networks, sequential models, recurrent neural networks, natural language processing, applications of deep learning to electrical, civil, mechanical and manufacturing engineering. [3-0-0] *Prerequisite*: Fourth-year standing. Instructor: Dr. Julian Cheng or Dr. Anas Chaaban
CMPE 402 Compiler Engineering	Lexical analysis and parsing analysis, semantic analysis, understanding variables, functions, global and local variables, type names and class names, stack frames, instruction selection, register allocation, data flow analysis and optimization, control flow analysis, code generation, loop finding, static single assignment and the optimization [3-0-0] *Prerequisite*s: APSC 179, COSC 222, and ENGR 359 Instructor: Dr. Julian Cheng
CMPE 409 Artificial Intelligence for Robotics	Sensor fusion, state estimation, localization, control, robot planning, machine learning algorithms, artificial neural network, reinforcement learning [3-0-0] *Prerequisite*s: APSC 179, APSC 258, ENGR 360 Instructor: Dr. Julian Cheng or Dr. Zheng Liu

15

CMPE 410 Network Security & Encryption	Computer networks, security and privacy, threats and vulnerabilities, intrusion detection, authentication, encryption, and cloud security and Internet of Things security. [3-0-0] *Prerequisite:* fourth-year B.A.Sc. or B.Sc. standing Instructor: Dr. Ahmad Al-Dabbagh
CMPE 461 Cloud Networking	Cloud traffic patterns, physical network structure, virtualization techniques, SDN architecture, CDN architecture, inter-data center networking, and application layer techniques. [3-0-0] *Prerequisite:* fourth-year B.A.Sc. or B.Sc. Standing Instructor: Dr. Chen Feng
CME 465 Computer Architecture & Organization	Modern processors, GPUs, quantitative principles and instruction set design; pipelining, superscalar issue, out-of-order execution, branch prediction and speculation; memory hierarchies, caches, virtual addressing, prefetching, coherence, and consistency; computer design trade-offs performance evaluation and benchmarks; multicores, VLIW, on-chip networks, and other advanced architectures. [3-2*-0] Prerequisite: APSC 262 and ENGR 359. Instructor: Dr. Ayman Elnaggar
CMPE 485 Introduction to Quantum Computing	Qubit states, operations and measurements, quantum circuits, basic quantum algorithms, Grover's algorithm, Shor's algorithm, Hamiltonian simulation, quantum programming languages. [3-0-0] *Prerequisites*: All of ENGR 350, ENGR 360. Instructor: Dr. Chen Feng

16

Appendix 5: Endorsement Letters

SYNOPSYS®

From: Niu Liu <Niu.Liu@synopsys.com>
Sent: May 17, 2022 7:57 PM
To: Cheng, Julian <Julian.Cheng@ubc.ca>
Subject: RE: Requesting comments on a proposed computer engineering curriculum at UBC Okanagan

Dear Professor Cheng,

It's a great joy to read this proposal. As a UBC Okanagan alumnus and a hiring manager in the semiconductor industry, I'm fully embracing the proposed computer engineering program.

Semiconductor and all the related hi-tech industries are going through a special period of time. The demand for well-trained engineers has been soared in recent years. At Synopsys, we have been interviewing newly graduated students from all the universities across the country. It's common for a semiconductor company having its openings not filled for a year. On the other hand, it's fairly difficult to seek young candidates who are qualified for the job.

The gap between industry requirement and academic programs are clear. A good candidate is expected to have good understanding of both computer architecture and how it works at transistor level. Computer science background candidates usually don't fit well since they mainly focus on software. For this reason, a good computer engineering program is essential and beneficial for students, the university, and our industry.

Furthermore, AI is re-shaping the technology world right now. It's exciting to see AI related courses are included in this proposal and I believe it will bring the latest prevailing technology to our undergraduates.

As a UBC Okanagan alumnus, it's a pleasure to hear our university is proposing new computer engineering program. I'm keen to see more of our School of Engineering students joining Synopsys.

Sincerely,

Niu

From: Motasem Sakr <motasem.a.sakr@gmail.com>
Sent: May 17, 2022 6:09 PM
To: Cheng, Julian <Julian.Cheng@ubc.ca>
Subject: Re: Requesting quick comments and feedback on the proposed computer engineering curriculum
Hello Prof. Cheng,

 The curriculum seems very good and organized. I believe we can add couple of courses:

* VLSI design/Advanced VLSI, which discusses the chip design track "This can be elective"

* FPGA architecture

* Web/Mobile Application development

 I think the elective can be distributed in Year 3 and 4 to give the students time to choose the courses as it might be hard to find a lot of interesting electives for the students and suitable time.

Regards,

Mo Sakr - Motasem – Sr. Computer Engineer at Nvidia in Toronto

18

Dr Rehan Sadiq
Professor and Associate Dea11 School of Engineering
University of British Colu1nbia I Okanagan Campus
1137 Alumni Avenue Kelowna, BC, V1V 1V7

Dear Rehan,

Subject: Supporting letter for Computer Engineering program at UBCO

This letter is to underline my commitment to support the University of British Columbia Okanagan - School of Engineering's implementation of a new degree program, namely Computer Engineering.

As a Senior Executive at ESS Technology in Kelowna, I have seen firsthand the need for this type of curriculum in our valley. We have hired and will continue to hire many of UBCO's Engineering graduates. Admittedly, one program that would assist our firm as well as many others in the valley would be a Computer Engineering program. The skills and experience gained through such a program would allow our firm to step up our R&D efforts as well our success overall in a growing segment of the Okanagan Tech sector.

Please advise if there are other things we at ESS can do to help with getting such a pivotal educational program up and running at UBCO.

Sincerely,

Dustin Forman
Sr. Vice President of Engineering & Managing Director
ESS Technology
601-1726 Dolphin Avenue
 Kelowna, BC, V1Y 9R9

December 7, 2021

Dr Rehan Sadiq
Professor & Associate Dean
School of Engineering
University of British Columbia/Okanagan Campus 1137 Alumni Avenue
Kelowna BC V1V 1V7 Dear Dr. Sadiq,

Subject: Supporting Letter for Computer Engineering program at UBCO

This letter is to underline SKYTRAC Systems Ltd.'s support of a Computer Engineering program at the University of British Columbia Okanagan/School of Engineering.

SKYTRAC, an aerospace leader in satellite communications and intelligent connectivity, provides innovative technology solutions for the world's largest aircraft and avionics manufacturers. Today, SKYTRAC is actively developing new technologies through broadband connectivity to increase pilot situational awareness, flight safety, and bring value to operators through seamless connectivity. Our head office is based in Kelowna.

Our rapidly growing company continues to seek talented professionals looking to grow their careers within the aviation industry and to be a part of a high-performance culture. We welcome applications from UBCO's Engineering programs whether current students for our many co-op opportunities or graduates for entry level full-time engineering positions. I would anticipate that a robust Computer Engineering program would support a larger pool of applicable talent for us to draw from.

Please let me know if any further information can be provided. Sincerely,

Karolina May Senior HR Manager kmay@skytrac.ca
SKYTRAC Systems Ltd. 210-1631 Dickson Avenue Kelowna, BC
Latitude Technologies Corp. 3375 Whittier Avenue Victoria, BC
skytrac.ca latitudetech.com

20

From: jack@vanderstar.com <jack@vanderstar.com>
Sent: May 19, 2022 12:31 PM
To: Cheng, Julian <Julian.Cheng@ubc.ca>
Subject: Re: Requesting your comments and support for the proposed computer engineering program

Julian,

Thank you for the opportunity to review the proposed computer engineering program. I would like to offer the following as feedback:

1. Having been a CTO of a Silicon Valley based tech company and CTO/CEO of an Okanagan Valley based company this program is definitely needed for the region and the emerging local tech industry in general. The value added and commercialization tech opportunities that the scope of this program covers in its syllabus are the areas where new global opportunities will arise and therefore are essential for UBCO SoE to contribute to the local economy and to be recognized as a leader in these fields.

2. The new Director (Dr Will Hughes) should find this program familiar and complimentary to his background. Therefore, a key position is already in place to drive and support this program.

3. In terms of the proposed courses, I am generally in favour of the Curriculum Map, however, I would like to ensure that technical writing & communications skills remain an integral part of the students learning experience in the SoE at UBCO as part of this Computer Engineering program. To be successful after graduation the students need to be able to write reports, explain complex concepts in simple terms and provide effective presentations to management and stakeholders.

4. I would to also like to see that students are exposed to business courses that cover commercialization and entrepreneurial areas so that they have an opportunity to develop these skill sets. Perhaps as an add-on.

5. In the computer engineering area gaming (eg. EA Sports) has an economic impact larger than Hollywood. Adding a course in this area should be considered particularly since positions in this area can largely be virtualized which would be ideal for gaming developers who are trying to make the Okanagan home.

I hope you find this feedback is instructive Julian. Good luck with the implementation of this substantive computer engineering program.

Next time you are in the Okanagan I would like to visit and have lunch.

Best Regards,

Jack
16026 Greenhow Crt. Oyama, BC, Canada, V4V 2E6 (1.250.317.0516)

Jack Van der Star, BASc., MASc., P.Eng.,
President Vanderstar Engineering Ltd.

Hi Dr. Cheng,

It's great to hear from you, and I'm excited that UBCO may have a Computer Engineering program in the near future. I think it will be a very important next step for the Okanagan campus, and aligns well with the current job market and global trends. This was made even more important during the pandemic, as companies shifted online, work from home because more practical, and new technologies emerged.

I'm also glad to see you're partnering with the existing computer science program to offer several COSC courses to engineering students. Hopefully some computer engineering courses will be offered to computer science students as well, as I can imagine several of the CMPE courses being applicable to computer science students.

Overall, I think the new courses are well selected, and the 3 presented specializations make sense to me. My biggest concern is that although the learning objectives sound decent, the practice of teaching these things may be difficult. There will be a lot of weight on the instructor/professor to get these concepts across properly, and on the labs/assignments/exams to test the knowledge of the students. I've met too many computer science and computer engineering graduates who cannot program anything non-trivial. A few comments on the new courses:

CMPE 201 - Great idea, a lot of the time we forget the "why" of things, and going over some of the history on why things are the way they are is a great idea.

CMPE 301 - I suggest covering garbage collection and virtual machine-based languages (JVM, .NET, etc) as well (not hardware virtual machines or virtualization, but languages that operate usually via a just in time compiler or are interpreted).

CMPE 402 - It might be worth using a Lisp like language (scheme?) to create a fourth or similar basic language in the course. Might be a good place to introduce functional languages (F#, Lisp, Haskell, etc)

CMPE 410 - I suggest covering proper storage of credentials and backup/redundancy in this course as well. Everyone should know that backups that aren't tested might as well be no backups in most cases.

CMPE 465 - Awesome course, I'd even suggest this could be a 6-credit course.

CMPE 461 - I suggest making CMPE 410 a prerequisite for this course, and building upon the computer networks lessons from 410 by creating VPCs on a Cloud provider. Would be great to partner with Azure/GCP/AWS or similar. Most of these cloud providers have a 'free tier' that allows a decent amount of compute/database/etc. Cloudflare is free by default. Many people fire up compute/databases/etc in a single VPC with no restrictions, leading to many cloud providers having exposed databases, etc. Anyone working with computers should be aware of that, and the cloud with their default configurations and one click deploys sometimes make this worse.

A few courses I would love to see:

"Introduction to Mechanical Computing" (third-or fourth-year course - perhaps offered to electrical/mechanical/computer engineering students) - Analysis of historic mechanical computers (such as the Antikythera Mechanism), early modern mechanical computers, the shift away from analog to digital, and the reemergence of mechanical computing in the quest to accelerate neural networks and other types of computers.

22

"GPU/FPGA Compute Acceleration" (fourth year course, building upon CMPE 465) - Utilize PCIe connected GPUs and FPGAs to accelerate certain types of compute loads by offloading calculations to massively parallel hardware.

"Redundant System Design" (third- or fourth-year course) - Architect and build fault tolerant systems that involve both software and hardware failover, fail safes and redundancies (classic example being the space shuttle main computers). Analysis of algorithms and methods to handle fault recovery.

Also, a few concepts that I hope are covered in one of the existing courses, but I want to draw some attention to because I think they're important:

* Use of version control systems (git/SVN/perforce)
* How to code with others (pull requests, code reviews, merging, branching)
* The software interview process (trick questions, coding puzzles, classic algorithms/data structures, big O notation, etc) - see the book "Cracking the Coding Interview"
* Introduction to web technologies (web assembly, browsers, JavaScript/typescript, npm)
* Software licensing specifically (maybe dropped into engineering law/ethics?)
* Introduction to open source software (and what open source means, copyleft licensing, etc)
* Efficient coding (coding for low memory footprint, or low power footprint, etc)
* Linux command line tools, WSL
* Introduction to IDEs (Visual Studio, Visual Studio Code, Eclipse, Rider, etc)

In Kelowna there are employers like Skytrac, AEM and KF Aero who would benefit from computer engineering graduates. In Vernon we have large companies like KalTire and Tolko who run large compute workloads. The startup and accelerator workspace surrounding Accelerate Okanagan and the satellite programs in Penticton/Vernon/Kamloops would also see huge benefits from this type of program. So, you definitely have my support!

Let me know if you'd like to discuss further. Also, if you're looking for an instructor for September 2023, I may be available then!

Cheers,
Montana Reid
UBCO – Electrical Engineering Program Alumni (2010)
Microelectronics Consultant

23

Dear Martin,

One again I wanted to thank you for taking your time to speak with Julian and myself this week. It was very helpful to hear your thoughts on what companies like yours need in terms of talent, and how you would see a new program in computer engineering supporting your company's growth in the Okanagan.

As we discussed, what would really help Julian and myself is if you could provide a quote that would highlight for the government why more engineering graduates in BC, and specifically the Okanagan region would be important, and more specifically the importance of computer engineering graduates.

 If you have any further thoughts you would like to share, or would like to be kept in the loop as the program proposal is developed, please let us know.

Kind regards,

Jody L Swift Ph.D
Director, Special Projects and Strategic Initiatives
Faculty of Applied Science | Dean's Office

From: Martin Mallinson <martin.mallinson@siliconintervention.com>
Sent: Monday, October 11, 2021 12:12 PM
To: Swift, Jody <jody.swift@ubc.ca>
Cc: Cheng, Julian <Julian.Cheng@ubc.ca>
Subject: Re: Thank you for your time

My pleasure to meet you too Jody.

Key to establishing a high-tech business is available talent. There will always be a need to work in one place where the vision and techniques from the established engineers can most easily pass to the upcoming generations. This is a question asked of us as we seek investment for the Okanagan area: "How many local staff do you have and how can you grow?" We are proud to be able to say that the local university, UBCO, is thriving, keen to help local tech companies, and able to attract a Canadian and worldwide student pool, who, having experienced the beautiful Okanagan area, are happy to be employed by local tech start-ups such as Silicon Intervention. I encourage the university in the recent efforts to establish what we need: software and hardware are merged in the new fields of AI and IoT; we need graduates schooled in both arts because our success is the optimum mixing of hardware and software to a make valuable and successful product.

Or, that may be too verbose: here is a shorter version (use whichever makes sense)
This is a question asked of us as we seek investment for the Okanagan area: "How many local staff do you have and how can you grow?" We are proud to be able to say that the local university, UBCO, is thriving and keen to help local tech companies. We identified a competitive edge that comes from the optimum mix of software and hardware in AI, IoT and similar products. I am encouraged to see the university recognize this need and pleased to support the Computer Engineering initiative.

Martin M

24

From: Michael McGuire <mmcguire@uvic.ca>
Sent: May 19, 2022 2:10 AM
To: Cheng, Julian <Julian.Cheng@ubc.ca>; 'mmcguire@ece.uvic.ca' <mmcguire@ece.uvic.ca>
Subject: Re: Requesting feedback on the proposed computer engineering curriculum on UBC Okanagan campus

Hello,

This looks like a good curriculum for a computer engineering program. I like the computer science and software engineering courses in the program. I think that this is a good idea for a computer engineering program. A problem with many computer engineering programs that our faculty members have encountered is that they look very similar to electrical engineering program and these kinds of differences make the computer engineering program distinctive and also make the programs more attractive to potential students.

Cheers,

Michael McGuire
UVIC
ELEC and Computer Engineering Department Head

25

Dr. Youry Khmelevsky
Chair, Computer Science Department
Okanagan College, Kelowna, BC
Phone: 250 762 5445 ext. 4741
Email: YKhmelevsky@okanagan.bc.ca
Web: www.okanagan.bc.ca/cosc

Dr. William Hughes (will.hughes@ubc.ca)
Professor and Director for the School of Engineering University of British Columbia I Okanagan Campus
1137 Alumni Avenue Kelowna, BC, V1V 1V7

Date: March 20, 2023

Subject: Supporting letter for Computer Engineering program at UBCO

Dear Dr. William Hughes,

This letter underlines my commitment to supporting the University of British Columbia Okanagan — School of Engineering's implementation of a new degree program, Computer Engineering.

It will be a significant next step for the Okanagan campus and aligns well with the current job market and global trends. This was even more critical during the pandemic, as companies shifted online and work from home because more practical and new technologies emerged.

A problem that many computer engineering programs I have encountered is that they look like electrical engineering programs. These differences make the programs distinctive and more attractive to potential students. I would also strongly advise adding a Software Engineering option to the program.

Please let us know if you have any further thoughts or would like to be kept in the loop as the program proposal is developed.

Sincerely,

Youry Khmelevsky

Central Okanagan Region • Kelowna Campus Kelowna, British Columbia V1Y 4X8 Canada • Phone (250) 762-5445 • www.okanagan.bc.ca

26

Appendix 6: Sample Job Postings

Verification Engineer
Company: Microchip Technology
Location: Burnaby, BC

Job Description
- Develop and execute verification test plans to verify complex digital integrated circuits (100K to 10M+ gates), which are coded in System Verilog/Verilog/VHDL using coverage metrics and constrained random-driven verification techniques.
- Design, implement and maintain verification test benches and bus-functional models in Specman or System Verilog using best-in-class verification methodologies such as UVM.
- Write and execute testcases according to the verification test plans to verify these complex designs. Track down bugs and technical problems and work with the design team to ensure timely resolution.
- Read and understand applicable storage protocol standards.

Job Requirements
- Bachelor's degree in Electrical Engineering or Computer Engineering or Master's degree
- Scripting and programming skills. Experience using Verilog / VHDL is required.
- Knowledge of System Verilog and knowledge of UVM or OVM is an asset.
- Working knowledge with verification tools such as Cadence NC-Sim, waveform viewers, and other similar tools.
- Knowledge of CPU architecture, PCIe or SAS/SATA is an asset.
- Excellent analytical and debugging skills and the ability to proactively solve issues.
- Excellent teamwork and time management skills and the ability to work under pressure.
- Proven ability to learn and adapt to new methodologies and technologies.
- Excellent verbal and written communication skills in English.

System Development Engineer
Company: Amazon
Location: Vancouver, BC

Basic Qualifications
Degree in Computer Science, Computer Engineering, Electrical Engineering, MIS, or 5 years equivalent technology experience. Equivalent experience to a Bachelor's degree based on 1 year of related work experience for every 1 year of education. Strong written and spoken English language communication skills. Strong customer focus. Ability to prioritize multiple tasks and projects in a dynamic environment. Proficient operating in a Linux environment, including configuration of networking and security. Ability to work independently with sometimes minimal direction. A drive to take ownership of problems and solve them.

Preferred Qualifications
Hands on AWS experience with production workloads Some Windows experience or willingness to learn will be required Experience with CloudFormation Proficiency in computer security: network security, application security, security protocols, cryptography Experience in a DevOps team, supporting CI/CD workloads Python/Ruby and Unix shell scripting experience Job details Vancouver, Canada Systems, Quality, and Security Engineering Software Development

MPDP Architect

Company: Government of The Province of British Columbia
Location: Victoria, BC

The MPDP Architect is responsible for applying business and technical acumen towards new product design, enhancement/maintenance to existing products and integrations in the new or existing platform. This role is also responsible for reviewing application work products and providing guidance and direction to team members in areas of application design, build and implementation standards and processes such as ITIL framework, SDLC methodologies, project management methodologies adopted by Advanced Solutions.

Job Requirements:
In order to be considered for this position, your application must clearly demonstrate how you meet the education and experience as outlined below:
- Bachelor's Degree or higher in Software Engineering, Computer Science or a related field; OR
- Post-Secondary Diploma in Software Engineering, Computer Science or a related field; OR
- An equivalent combination of education and experience may be considered.
- Minimum of 5 years' experience (with Bachelor's Degree or higher) or a minimum of 7 years' experience (with a Post-Secondary Diploma) in an Information Technology capacity as an application designer, developer/analyst.
- Minimum of 5 years' experience (with Bachelor's Degree or higher) or a minimum of 7 years' experience (with a Post-Secondary Diploma) working within a Software Development Life Cycle methodology such as Waterfall or Agile.
- Minimum of 2 years' experience (with a Bachelor's Degree or higher) or a minimum of 4 years' experience (with a Post-Secondary Diploma) working within ITIL Best Practices process model in an application management enhancement, maintenance and production support environment.
- Minimum of 2 years' experience (with a Bachelor's Degree or higher) or a minimum of 4 years' experience (with a Post-Secondary Diploma) designing, developing and managing commercial grade software solutions using e-Commerce platforms in a SOA at scale.
- Minimum of 2 years' experience (with a Bachelor's Degree or higher) or a minimum of 4 years' experience (with a Post-Secondary Diploma) and expertise building and scaling citizen facing responsive designed web-based portals preferably on C#, ASP.NET MVC, HTML5, CSS3, JavaScript, JavaScript libraries and MS SQL Server.

Preference may be given to applicants with the following:
- Bachelor's Degree or higher in Software Engineering, Computer Science or a related field AND a minimum of 6 years' experience.

Applicants selected to move forward in the hiring process may be assessed on the Knowledge, Skills, Abilities and Competencies as outlined in the attached Job Profile located in the Additional Information section at the bottom of the posting.

A Criminal Record Check (CRC) will be required.

Embedded Software Developer 3
Company: Randstad
Location: Burnaby, BC

Job Responsibilities:
- Development, design and test the software for Leading Technology Company products
- Hands on in bug fixing
- Maintain and document code using source control system

- Maintenance, performance tuning, and support of implemented software or firmware products
- Implement new features according to identified specs Job Skills Required
- 3 years+ of C/C++ experience
- Experience with TCP/IP, Firewall, UTM
- Software development experience in Unix/Linux environment
- Capable of switching focus in various situations and apply themselves to quickly learning new technologies and adopting new methodologies
- Excellent problem solving and troubleshooting skills
- Relational database skills are an asset

Educational Requirements:
- Bachelor's Degree (Masters or PhD is an asset) in Computer Science or similar degree

Senior Software Engineer (Cloud)
Company: Annex Consulting Group
Location: Greater Vancouver

Job Responsibilities:
Our client is looking for Senior Software Engineer to join their team.
- Work with product managers to plan out feature scope and requirements
- Design and build features and functionality delivered on time and within scope
- Demonstrate ownership of solution architecture, end-to-end code quality, system tests, functional tests and integration
- Participate in code and design reviews, attend regular team meetings, and apply software development best practices
- Mentor team members and contribute to the improvement of team culture
- Take ownership of your code and be comfortable working autonomously
- Contribute to the continual improvement of the development process
- Stay informed of advances in development techniques, technologies and methods

Requirements:
- Bachelor's Degree in Computer Science, Engineering, or related software technology field, or demonstrated job experience equating to a Bachelor's Degree
- Minimum 5 years relevant work experience developing in C# .NET
- Microsoft Azure Developer Associate certificate is an asset
- Solid understanding of and working experience with cloud technologies and architecture
- Experience in web application development using Microsoft .NET platform
- Strong experience in designing solutions with proven software best practices and design patterns
- Working knowledge of GIT, Azure DevOps or similar systems
- Experience with Agile or Scrum process
- Microsoft SharePoint and/or Microsoft Office development experience an asset
- Excellent communication skills and ability to collaborate

Hardware Engineer
Company: Intel
Location: Vancouver, BC

Job Description:
Conducts or participates in multidisciplinary research in the design, development, testing and utilization of information processing hardware and/or electrical components, mechanisms, materials, and/or circuitry, processes, packaging, and cabinetry for central processing units (CPUs) and/or peripheral equipment. Prepares specifications, evaluates vendors, and analyzes test reports. Ensures products conform to standards and specifications. Develops plans and cost estimates and assesses projects to

29

analyze risk. Develops procedures, analysis and design for computer components, products, and systems. Initiates, guides, and coordinates overall design and development of new ideas and products. Responds to customer/client requests or events as they occur. Develops solutions to problems utilizing formal education and judgement.

The ideal candidate should exhibit the following behaviors:
- Good analytical skills and ability to understand and communicate complex concepts
- Strong planning, and documentation and leadership skills
- Good communication, interpersonal and problem-solving skills
- Work effectively both, independently and in a team environment

Qualifications - Education:
- Bachelor's or Master's degree in Electrical Engineering, Computer Engineering or related discipline

Minimum Requirements:
- 4+ years with Bachelor's or 2+ years with Master's degree in hardware design & validation flow
- 2+ years of signal integrity, high speed signal fundamentals and power systems design
- 2+ years with lab tools such as oscilloscopes, power supplies and soldering equipment.

Preferred Skill or Experience:
- Prefer experience with NAND/Optane technology

Inside this Business Group Non-Volatile Solutions Memory Group:
The Non-Volatile Memory Solutions Group is a worldwide organization that delivers NAND flash memory products for use in Solid State Drives (SSDs), portable memory storage devices, digital camera memory cards, and other devices. The group is responsible for NVM technology design and development, complete Solid-State Drive (SSD) system hardware and firmware development, as well as wafer and SSD manufacturing.

Appendix 7: Environment Scan of Institutions offering Computer Engineering

Institution	Program
UBC Vancouver	BASc Computer Engineering https://ece.ubc.ca/undergraduates/programs/computer-engineering-program/
SFU	BASc Computer Engineering http://www.sfu.ca/engineering/current-students/undergraduate-students/programs-and-requirements/computer-engineering.html
UVIC	BEng – Computer Engineering https://www.uvic.ca/undergraduate/programs/undergraduate-programs/pages/computer-engineering.php
University of Alberta	Electrical & Computer Engineering https://www.ualberta.ca/engineering/electrical-computer-engineering/index .html
University of Sask.	BE – Computer Engineering https://programs.usask.ca/engineering/computer-engineering/index.php
University of Manitoba	BSc – Computer Engineering https://umanitoba.ca/explore/programs-of-study/computer-engineering-bsc
York University	B.Eng. Computer Engineering https://lassonde.yorku.ca/academics/computer-engineering
University of Waterloo	BASc in Computer Engineering https://uwaterloo.ca/future-students/programs/computer-engineering
University of Toronto	BASc Computer Engineering https://www.ece.utoronto.ca/undergraduate-students/program-requirements-options/program-requirements/
University of Ottawa	Computer Engineering https://www.uottawa.ca/faculty-engineering/undergraduate-studies/programs/computer-engineering
University of Guelph	B. Eng Computer Engineering https://www.uoguelph.ca/engineering/undergraduate/future-students/computer
Toronto Metropolitan University (Ryerson)	B.Eng Computer Engineering https://www.torontomu.ca/programs/undergraduate/computer-engineering/
Royal Military College of Canada	B.Eng Computer Engineering https://www.rmc-cmr.ca/en/registrars-office/electrical-engineering-and-computer-engineering-undergraduate-programmes
Queen's University	BASc Computer Engineering https://engineering.queensu.ca/programs/undergraduate/computer-engineering.html
McMaster University	B.Eng Computer Engineering https://www.eng.mcmaster.ca/ece/programs/degree-options/beng-computer-engineering/
McGill University	B.Eng Computer Engineering https://www.mcgill.ca/study/2022-2023/faculties/engineering/undergraduate/programs/bachelor-engineering-beng-computer-engineering
Concordia University	B.Eng Computer Engineering https://www.concordia.ca/ginacody/electrical-computer-eng/programs/computer-eng.html

31

Appendix 8: Intentional Engagement

SoE is committed to a process of resource optimization in order to help offset the majority of new resource allocation needs for this program. This would be done by working collaboratively with SoE staff, IT, scheduling services, facilities to complete a review of existing course enrollments, and evaluating whether there are any existing course offerings within the SoE which are no longer serving our students and our programs.

In December 2022, consultation meetings were held with the following to ensure viability of the program on the campus, specifically, proponents of the program met with the following groups:

Group	Context of meeting	Outcome /Actions
Enrollment Services *James Olson, Will Hughes, Bert Annear, Jay Graham and Jody Swift*	To discuss potential changes in enrollment for CMPE program and how this would fit within the context of the APSC faculty wide strategic growth initiative, on both campuses.	Agreement that CMPE is a strategic priority that would help ensure that the Okanagan campus remains an attractive for both domestic and international students. Recognition that to launch the program we only need to create 4 new core courses – not a big change Timing of the program introduction is important (relative to space), and the minor increase in the enrollment may be managed by the SoE's proposed plan to minimize impact by resource optimization will be viewed as positive. The team will further review after answer all questions raised by Natalie and to meet again if needed.
Facilities *Will Hughes, Natalie Walliser and Jody Swift*	Discussed potential timeline for new CMPE program, and overall impact to scheduling.	Natalie provided a list of questions for the SoE to answer, answers to be returned early January with the option to meet again if needed.
It *Todd Zimmerman, Rebecca Kaus, Sky Mooney, Paul Levinson, Nathan Cable, Andy Fehr, Connor English, Patti Ostrikoff, Julian Cheng, and Ahmad Al-Dabbagh*	To discuss IT needs (computer labs), and determine anticipated costs and resource allocation required for the program	Support for the new CMPE program and confirmation that the campus computer lab facilities and classrooms will support the program. The IT department has plans to expand on the computer lab facilities which will work in favour of this program and the timeframe given for the higher-level courses.

Appendix 6: Student Survey

A survey was conducted with the UBCO Electrical Engineering students in April 2021. The results favoured adding a Computer Engineering program at the Okanagan campus of UBC.

Count of If UBCO offered a computer engineering program, would you or someone you know come to study at the School of Engineering instead of going elsewhere?
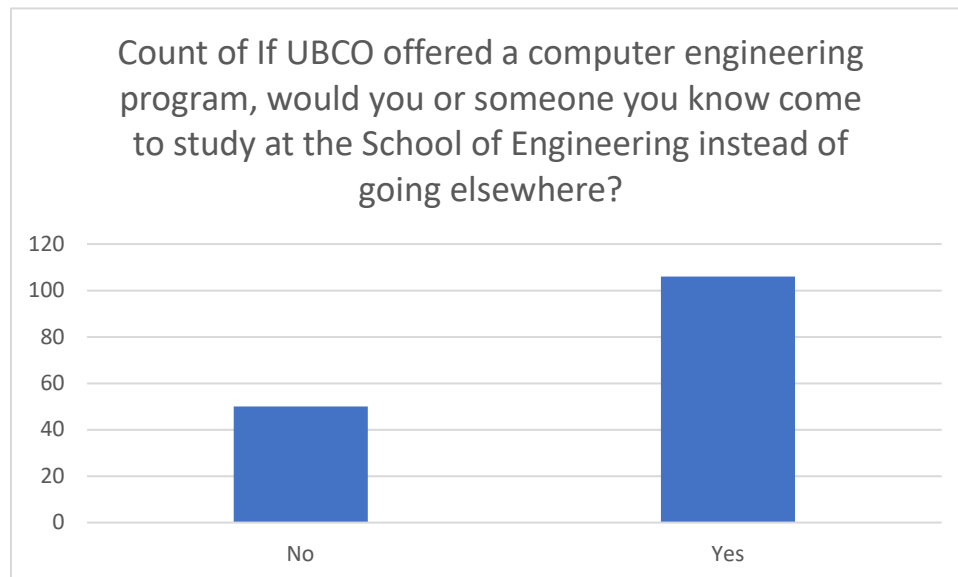
Appendix 11: Budget Impact

-To be added after Dean's Council-

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
NEW Program – Okanagan campus

Category**: 1**	
School of Engineering **Faculty of Applied Science** **Faculty/School Approval Date:** 2022.05.11 **Effective Session:** 2023W	**Curriculum Committee Date:** 2022.05.03 **Contact Person:** Dr. Sabine Weyand **Phone:** 250.807.9643 **Email:** Sabine.weyand@ubc.ca
Type of Action: New Program	

Rationale: Computer Engineering is designed to address the demand of engineering professionals who are well trained in electrical and computer technology. Despite this high demand, there is only one other institution, Thompson Rivers University who has to been approved, but yet to start a degree in Computer Engineering. Okanagan College and other regional colleges offer the Software Engineering Programs in which this proposed Computer Engineering program would be seen as more complementary. Unlike Computer Science, which focuses more on software, computer engineering focuses more on hardware and solves real-life problems using a combined knowledge of electrical engineering and computer science.

For this reason, the industry demand for computer engineering graduates has been strong, and a skilled computer engineering graduate can lead to high-paying jobs with some of the best companies such as Apple, Amazon, Google, Intel, and Tesla. While the Bureau of Labor Statistics (BLS) projects a slower-than-average growth rate of 2% for computer engineers, these professionals earned a healthy median annual salary of $119,560 as of 2020. Indeed.ca currently shows that more than 3,000 unfilled computer engineering positions are just in the greater Toronto area alone and another 6,000 unfilled computer engineering positions in Canada. In addition, our local companies, such as ESS Technology, have ongoing unfilled computer engineering positions. Currently, the Department of Electrical and Computer Engineering offers a computer engineering program on the Vancouver campus, and the program has to disappoint 50% of the applicants each year. Our uniquely designed computer engineering program will attract applicants from UBC Vancouver and other talents to the Okanagan region. According to our recent student survey, our students would strongly welcome this new program. In addition, the proposed computer engineering program will focus on artificial intelligence (AI) applications. It will create a strong push for start-ups to tackle the 390 billion global AI market by 2025 (according to Grand View Research), and computer hardware lies underneath each AI application. For example, Intel predicts that the AI accelerator market for data centers alone was valued at 13.7 billion in 2021 and is expected to reach 65.3 billion by 2026.

THE UNIVERSITY OF BRITISH COLUMBIA

Proposed Academic Calendar Entry:	Present Academic Calendar Entry:
## Bachelor of Applied Science Program	## Bachelor of Applied Science Program

Contents (Proposed)

Contents (Present)

Proposed Academic Calendar Entry:	Present Academic Calendar Entry:
## Admission Requirements	## Admission Requirements

…

[17079] Transition from UBC Vantage One Engineering

(Proposed)

…
[17085] [1]Eligible programs include: Okanagan Campus: Civil, **Computer**, Electrical, Manufacturing, and Mechanical Engineering. Vancouver Campus: Biomedical, Chemical, Chemical and Biological, Civil, Computer, Electrical,

(Present)

…
[17085] [1]Eligible programs include: Okanagan Campus: Civil, Electrical, Manufacturing, and Mechanical Engineering. Vancouver Campus: Biomedical, Chemical, Chemical and Biological, Civil, Computer, Electrical, Engineering Physics, Environmental, Geological, Integrated,

THE UNIVERSITY OF BRITISH COLUMBIA

Engineering Physics, Environmental, Geological, Integrated, Manufacturing, Materials, Mechanical and Mining Engineering.	Manufacturing, Materials, Mechanical and Mining Engineering.

Draft Academic Calendar URL:
https://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,317,988,0

Proposed Academic Calendar Entry:

Introduction

…
[13595] The School of Engineering at the UBC Okanagan campus offers the Bachelor of Applied Science (B.A.Sc.) degree in Civil Engineering, **Computer Engineering**, Electrical Engineering, **Manufacturing Engineering** and Mechanical Engineering. Each program, **excluding the newly added Computer Engineering**, is accredited by the Canadian Engineering Accreditation Board. Qualified applicants can be admitted directly from secondary school into Engineering One. Students may also enter the Engineering program after having successfully completed the equivalent of first-year Science. There are also admission routes via engineering transfer programs at various colleges and Engineering Bridge programs with Okanagan College and Camosun College.

Present Academic Calendar Entry:

Introduction

…
[13595] The School of Engineering at the UBC Okanagan campus offers the Bachelor of Applied Science (B.A.Sc.) degree in Civil Engineering, Electrical Engineering, and Mechanical Engineering. Each program is accredited by the Canadian Engineering Accreditation Board. ~~The School also offers a Bachelor of Applied Science (B.A.Sc.) degree in Manufacturing Engineering~~. Qualified applicants can be admitted directly from secondary school into Engineering One. Students may also enter the Engineering program after having successfully completed the equivalent of first-year Science. There are also admission routes via engineering transfer programs at various colleges and Engineering Bridge programs with Okanagan College and Camosun College.

Draft Academic Calendar URL:
https://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,317,989,1379

Proposed Academic Calendar Entry:

Year 1

…
[17695] Students proceeding to second year will have the option of continuing their Engineering program at the UBC Okanagan campus in Civil Engineering, **Computer Engineering**, Electrical Engineering, Manufacturing Engineering or Mechanical Engineering, or transferring to the UBC Vancouver campus* into one of the following programs: Biomedical Engineering, Chemical and Biological Engineering,

Present Academic Calendar Entry:

Year 1

…
[17695] Students proceeding to second year will have the option of continuing their Engineering program at the UBC Okanagan campus in Civil Engineering, Electrical Engineering, Manufacturing Engineering or Mechanical Engineering, or transferring to the UBC Vancouver campus into one of the following programs: Biomedical Engineering,

THE UNIVERSITY OF BRITISH COLUMBIA

Civil Engineering, Computer Engineering, Electrical Engineering, Engineering Physics, Geological Engineering, Integrated Engineering, Manufacturing Engineering, Materials Engineering, Mechanical Engineering, or Mining Engineering. Admission to a selected program is dependent on performance in first year.	Chemical and Biological Engineering, Civil Engineering, Computer Engineering, Electrical Engineering, Engineering Physics, Geological Engineering, Integrated Engineering, Manufacturing Engineering, Materials Engineering, Mechanical Engineering, or Mining Engineering. Admission to a selected program is dependent on performance in first year.
	Draft Academic Calendar URL: https://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,317,989,1187
Proposed Academic Calendar Entry:	**Present Academic Calendar Entry:**
Degree Requirements	**Degree Requirements**
[13653] Complementary Studies Courses	**[13653] Complementary Studies Courses**
[13654] Students must take complementary studies courses **totaling** at least 21 credits. The minimum requirements are as follows: **[13655]** • Professional Development - ENGR 413: Law and Ethics for Engineers (3 credits); • Communication - APSC 176: Engineering Communication (3 credits) and APSC 201: Technical Communication **(CIVIL, ELEC, MANF, MECH Students -** 3 credits**);** • **Communication - APSC 176: Engineering Communication (3 credits) and CMPE 201: Computing for Science and Technology (CMPE Students - 3 credits);** • Impact of Technology on Society - APSC 169: Fundamentals of Sustainable Engineering Design (3 credits); • Management - ENGR 303: Engineering Project Management (CIVIL, **CMPE,** ELEC, MECH Students - 3 credits);	[13654] Students must take complementary studies courses totalling at least 21 credits. The minimum requirements are as follows: **[13655]** • Professional Development - ENGR 413: Law and Ethics for Engineers (3 credits); • Communication - APSC 176: Engineering Communication (3 credits) and APSC 201: Technical Communication (3 credits); • Impact of Technology on Society - APSC 169: Fundamentals of Sustainable Engineering Design (3 credits); • Management - ENGR 303: Engineering Project Management (CIVIL, ELEC, MECH Students - 3 credits); • Management - MANF 470 Production Systems Management III (MANF Students – 3 credits) • Engineering Economics - ENGR 305: Engineering Economic Analysis (3 credits);

THE UNIVERSITY OF BRITISH COLUMBIA

- Management - MANF 470 Production Systems Management III (MANF Students – 3 credits)
- Engineering Economics - ENGR 305: Engineering Economic Analysis (3 credits);
- Humanities and Social Sciences electives (3 credits). In general, scientific geography courses, statistical courses, and studio/performance courses in visual arts, music, and theatre will not satisfy this requirement. Courses that teach language skills are not acceptable. Suggested subjects include Anthropology, Art History, Cultural Studies, Economics, English (not ENGL 109, 112, 114), Geography (GEOG 128 or 129), Health Studies (HEAL 100), History, Indigenous Studies, Philosophy (not PHIL 120 or 125), Political Science, Psychology, and Sociology.

- Humanities and Social Sciences electives (3 credits). In general, scientific geography courses, statistical courses, and studio/performance courses in visual arts, music, and theatre will not satisfy this requirement. Courses that teach language skills are not acceptable. Suggested subjects include Anthropology, Art History, Cultural Studies, Economics, English (not ENGL 109, 112, 114), Geography (GEOG 128 or 129), Health Studies (HEAL 100), History, Indigenous Studies, Philosophy (not PHIL 120 or 125), Political Science, Psychology, and Sociology.

Proposed Academic Calendar Entry:

Computer Engineering

In the second, third and fourth years, students will follow a program in Computer Engineering.

Second Year Computer Engineering Curriculum		Credits
APSC 201	Technical Communications	3
APSC 246	System Dynamics	3
APSC 248	Engineering Analysis III	3
APSC 255	Electric Circuits and Power	3
APSC 256	Numerical Methods for Analysis	3
APSC 262	Digital Systems Design	3
APSC 278	Electric and Magnetic Fields	3
CMPE 201	Computing for Science and Technology	3
CMPE 246	Computer Engineering Design Studio	3
COSC 121	Computer Programming II	3
COSC 221	Introduction to Discrete Structures	3
COSC 222	Data Structure	3
	Total Credits	36

Third Year Computer Engineering Curriculum		Credits

Draft Academic Calendar URL:
N/A

Present Academic Calendar Entry:
N/A

THE UNIVERSITY OF BRITISH COLUMBIA

APSC 270	**Signal and Communications**	**3**
CMPE 301	**Software System Design for Engineers**	**3**
COSC 310	**Software Engineering**	**3**
COSC 315	**Introduction to Operating System**	**3**
ENGR 303	**Engineering Project Management**	**3**
ENGR 305	**Engineering Economic Analysis**	**3**
ENGR 350	**Linear Circuit Theory**	**3**
ENGR 351	**Microelectronics I**	**3**
ENGR 359	**Microcomputer Engineering**	**3**
ENGR 360	**Engineering Probability and Statistics**	**3**
ENGR 362	**Digital Signal Processing I**	**3**
MANF 386	**Industrial Automation**	**3**
	Total Credits	**36**

Fourth Year Computer Engineering Curriculum		**Credits**
CMPE 485	**Introduction to Quantum Computing**	**3**
ENGR 413	**Law and Ethics for Engineers**	**3**
ENGR 499	**Engineering Capstone Design Project**	**6**
	Humanities Elective[1]	**3**
	Design Electives[2][3]	**12**
	Technical Electives[4]	**9**
	Total Credits	**36**

[1] In general, scientific geography courses, statistical courses, and studio/performance courses in fine arts, music, and theatre will not satisfy this requirement. Courses that teach language skills are not acceptable. See Complementary Studies Courses

[2] To be chosen from a list of Computer Engineering design elective courses provided by the School of Engineering.

[3]*Students with transfer credits from other institutions (e.g. transfer programs, Go Global/CIE or Bridge programs) should consult the Civil Engineering Advising sheet and check with an Engineering Advisor prior to their 4th year registration date.*

[4]. To be chosen from a list of Computer Engineering technical elective courses provided by the School of Engineering.

a place of mind
THE UNIVERSITY OF BRITISH COLUMBIA

Admissions Proposal Form
Okanagan Campus

Faculty of Applied Science **School of Engineering** **Approval Date: 2022.05.10** **Effective Session:** 2023W	**Date:** 2022.10.15 **Contact People:** Dr. Yang Cao (yang.cao@ubc.ca) Dr. Julian Cheng
Type of Action: New Admissions requirements – University level	
Rationale: The School of Engineering is proposing a new under graduate program in Computer Engineering. The admissions will follow typical BASc. undergraduate studies requirements for	

	Draft Academic Calendar URL: Admission Requirements - Bachelor of Applied Science Program - School of Engineering - Faculties, Schools, and Colleges - Okanagan Academic Calendar 2022/23 - UBC Student Services
Proposed Academic Calendar Entry: **Admission Requirements** ... [17085] [1]Eligible programs include: Okanagan Campus: Civil, **Computer,** Electrical, Manufacturing, and Mechanical Engineering. ….	**Present Academic Calendar Entry:** **Admission Requirements** ... [20208] Students transferring into the second year of the Biomedical Engineering program who have not completed all required first year BME courses may be required to complete additional first year course work during second year. [17085] [1]Eligible programs include: Okanagan Campus: Civil, Electrical, Manufacturing, and Mechanical Engineering. Vancouver Campus: Biomedical, Chemical, Chemical and Biological, Civil, Computer, Electrical, Engineering Physics, Environmental, Geological, Integrated, Manufacturing, Materials, Mechanical and Mining Engineering.

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New Program – Okanagan campus

Category: **1**	
School of Engineering **Faculty of Applied Science** **Faculty Approval Date:** 2022.05.11 **Effective Session:** 2023W	**SOE Curriculum Date:** 2022.05.03. **Contact Person:** Dr. Sabine Weyand **Phone:** 250.807.8068 **Email:** Sabine.Weyand@ubc.ca
Type of Action: New Course Code	
Rationale:	

	Draft Academic Calendar URL: **https://www.calendar.ubc.ca/okanagan/proof/edit/courses.cfm?go=code**
Proposed Academic Calendar Entry:	**Present Academic Calendar Entry:**

Proposed Academic Calendar Entry:

Courses by Subject Code

This chapter provides an archive of courses offered by the UBC Okanagan campus. For current course sections and schedules, please visit the online Course Schedule.

ANTH	Anthropology
APSC	Applied Science
ARTH	Art History and Visual Culture
ASTR	Astronomy
BIOC	Biochemistry
BIOL	Biology
CCS	Creative and Critical Studies
CHEM	Chemistry
CHIN	Chinese
CMPE	**Computer Engineering**
COOP	Cooperative Education
CORH	Communications and Rhetoric
COSC	Computer Science
CRWR	Creative Writing
CULT	Cultural Studies
CUST	Curriculum Studies

…

Present Academic Calendar Entry:

Courses by Subject Code

This chapter provides an archive of courses offered by the UBC Okanagan campus. For current course sections and schedules, please visit the online Course Schedule.

ANTH	Anthropology
APSC	Applied Science
ARTH	Art History and Visual Culture
ASTR	Astronomy
BIOC	Biochemistry
BIOL	Biology
CCS	Creative and Critical Studies
CHEM	Chemistry
CHIN	Chinese
COOP	Cooperative Education
CORH	Communications and Rhetoric
COSC	Computer Science
CRWR	Creative Writing
CULT	Cultural Studies
CUST	Curriculum Studies

…

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New Course – Okanagan campus

Category: **1**	
School of Engineering **Faculty of Applied Science** **Faculty Approval Date:** 2022.05.11 **Effective Session:** 2023W	**Date:** 2022.05.03 **Contact Person:** Julian Cheng **Phone:** 250.807.8808 **Email:** julian.cheng@ubc.ca
Type of Action: New Course	
Rationale: This course is required for the second-year computer engineering students who will gain a good overview of the historical evolution of computers and their impacts on science and technology. We will survey the role of computers during the WWII, especially in nuclear engineering, computers as a simulation and scientific tool, the mathematical logic and automation of proof for computers, and computers as roles in aerospace engineering, medicine, control, communication, network, as well as the roles of computer in modern Internet of Things (IoT). While surveying the history, the emphasis will be placed on the computer architecture and design. Throughout this course, the student will develop the skill and ability to research and write about a research topic and further develop their written and presentation skills.	

Proposed Academic Calendar Entry:	**Present Academic Calendar Entry:**
CMPE 201 (3) Computing for Science, Engineering, and Technology **Invention and evolution of computers; impact of computing technology on science and engineering including Internet of Things (IoT) and Industry 4.0. [3-0-0]** *Prerequisite*: **APSC 176 or a three-credit English course**	N/A

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New Course – Okanagan campus

Category: **1**	
School of Engineering **Faculty of Applied Science** **Faculty Approval Date:** 2022.05.11 **Effective Session:** 2023W	**Date:** 2022.05.03 **Contact Person:** Dr. Julian Cheng **Phone:** 250.807.8800 **Email:** julian.cheng@ubc.ca
Type of Action: New Course	

Rationale: This course is required for the second-year engineering students who need to practice doing project skills. Besides the traditional materials covered in a programming, this course will introduce Embedded System Programming, Android and Internet of Things (IoT) Development, the Raspberry Pi Platform and Python Programming. This course will focus on arise the programming interests of students with multiple platforms and tools. This course will also update the curriculum of School of Engineering programs.

We are structuring a curriculum in programming to provide students with a set of basic knowledge and skills. This subject encompasses a wide variety of topics including embedded systems programming, embedded design rules and interfaces, error handling, debugging, logic analyzers, Android, IoT, Java programming, implementation and maintenance of Android SDK, Android user interface design, Android lifecycle, sensor interfacing, file storage, Bluetooth, Wi-Fi, Raspberry Pi Platform and Python Programming. There exist three modules including: module 1 - Embedded System Programming for Using C/C++ (Lectures approx. 5 weeks), module 2 - Android and Internet of Things (IoT) Development (Lectures approx. 5 weeks), and module 3 - the Raspberry Pi Platform and Python Programming for the Raspberry Pi (Lectures approx. 3 weeks). Due to the popularity of Python, there is already a course, namely APSC 258, focusing on Python programming hence only three weeks are assigned to the modules 3. This course will focus on arising students' programming interests with some basic introductions to multiple programming languages, tools, and platforms. When the students find their own interests, they are encouraged to investigate that topic further and dig it deeper. Additionally, this course supports team playing and allows up to 5 students in a group that will encourage students to work co-operatively.

Proposed Academic Calendar Entry:	**Present Academic Calendar Entry:**
CMPE 246 (3) Computer Engineering Design Studio **Embedded systems programming, App development for Internet of Thing applications, Microprocessor Programming [3-2-0]** *Prerequisite:* **APSC 177 or COSC 111**	N/A

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New Course – Okanagan campus

Category: **1**	
School of Engineering **Faculty of Applied Science** **Faculty/School Approval Date:** 2022.05.11 **Effective Session:** 2023W	**Date:** 2022.05.03 **Contact Person:** Julian Cheng **Phone:** 250.807.8800 **Email:** julian.cheng@ubc.ca
Type of Action: New Course	

Rationale: This course will allow the students to develop skills in designing and developing software solutions. This course will expose the students to the fundamentals of software designing, software development, the interaction between software and other components of computer systems. A new faculty member who holds software engineering or related engineering expertise may add more value to the course. This course will also update the curriculum of School of Engineering programs.

Over the past few years, the demand for software to automate our life has increased dramatically. Software systems and design for engineers determine the architecture, interfaces (user and software), attributes of a system, and the result of that process. In other words, software system and design is the wheel of activity in which specific parameters are outlined and determined, then transcribed into a description of a software system's internal structure to obtain a result. This course commences with the fundamentals of system design fundamentals. The course also progresses through classical software models, structure and architecture, user interface design, evaluation and analysis, testing, and strategies to maintain software quality. Hence, the addition of this course can prepare our students for better jobs and facilitate their careers.

Proposed Academic Calendar Entry:	**Present Academic Calendar Entry:**
CMPE 301 (3) Software System and Design for Engineers **Software development life cycle, architectural patterns, design patterns and anti-patterns, model-view-controller pattern, object-oriented design principles, design for scalability and performance, design for maintainability and testability, agile development. [3-0-0]** *Prerequisites: APSC 177 or COSC 111, COSC 121, COSC 122.*	N/A

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New Course – Okanagan campus

Category: **1**	
School of Engineering **Faculty of Applied Science** **Faculty/School Approval Date:** 2022.05.13 **Effective Session:** 2023	**Date:** 2022.05.03 **Contact Person:** Julian Cheng **Phone:** 250.807.8800 **Email:** julian.cheng@ubc.ca

Type of Action: New Course

Rationale: This is an elective course for the proposed Computer Engineering program. It aims to teach students how to apply deep learning to solve various engineering problems. It can be an attractive elective course to undergraduate students with strong engineering background and programming skills in the School of Engineering.

Proposed Academic Calendar Entry:	**Draft Academic Calendar URL:** N/A **Present Academic Calendar Entry:** N/A
CMPE 401 (3) Deep Learning for Engineers **Neural networks, computation graph, hyper-parameter tuning, regularization, batch normalization, convolutional neural networks, sequential models, recurrent neural networks, natural language processing, applications of deep learning to electrical, civil, mechanical and manufacturing engineering. [3-0-0] Prerequisite: fourth-year standing.**	

UBC THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New Course – Okanagan campus

Category: **1**	
School of Engineering **Faculty of Applied Science** **Faculty/School Approval Date:** 2022.05.11 **Effective Session:** 2023	**Date:** 2022.05.03 **Contact Person:** Dr. Julian Cheng **Phone:** 250.807.8800 **Email:** julian.cheng@ubc.ca
Type of Action: New Course	

Rationale: This course is required for the third-year engineering students who need the fundamentals of compiler. Besides the traditional materials covered in a programming, this course will emphasize the understanding and analysis of coding generation. This course will also update the curriculum of School of Engineering programs.

A compiler is a computer program that translates a source program written in one language into another target program. It is critically important to study how the compiler do the translation and improvement of programs. Hence, we are structuring a curriculum in compiler to provide students with a set of base skills required to understand and build new compiler components. Students will understand the basic knowledge and skills, for example, how a compiler writer would reduce the aggregate code space employed by a register-save code. This subject encompasses a wide variety of topics including logic, lexical analysis and parsing analysis, semantic analysis, variables, functions, global and local variables, stack frames, instruction selection, register allocation, data flow analysis and optimization, control flow analysis, code generation, loop finding, static single assignment and the optimization techniques. The subject will provide an essential foundation for computer engineering students.

Proposed Academic Calendar Entry:	**Present Academic Calendar Entry:**
CMPE 402 (3) Compiler Engineering **Lexical analysis and parsing analysis, semantic analysis, understanding variables, functions, global and local variables, type names and class names, stack frames, instruction selection, register allocation, data flow analysis and optimization, control flow analysis, code generation, loop finding, static single assignment and the optimization [3-0-0]** *Prerequisite:* **APSC 177, COSC 222, and ENGR 359**	N/A

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New Course – Okanagan campus

Category: **1**	
School of Engineering **Faculty of Applied Science** **Faculty/School Approval Date:** 2022.05.11 **Effective Session:** 2023	**Date:** 2022.05.03 **Contact Person:** Julian Cheng **Phone:** 250.807.8800 **Email:** julian.cheng@ubc.ca
Type of Action: New Course	

Rationale: This course prepare the fourth-year engineering students for a career working with intelligent automation and robotics. This course will provide the acknowledge and skills about the artificial intelligence and robotic systems. This course aims to help students understand and practice how a robot senses, decides and acts in an uncertain environment from a computational perspective. The emphasis will be on algorithms, probabilistic reasoning, optimization, control theory and state-the-art artificial intelligence techniques.

A robot is regarded as an computer that is equipped with sensors and can interact with the surrounding uncertain environment. The robotics system can be divided into three parts: sensing, deciding and actting. This course introduces the intelligent robotic system from a computational perspective and encompasses a wide variety of topics in terms of robot sensing, deciding and actting, such as sensor fusion, state estimation, localization, control and robot planning. The subject will provide an essential foundation for engineering students to learning a variety of polular algorithms in two directions. The first direction leads to the classical algorithms including the Kalman filter, PID control, path planning algorithms. The other direction leads to the state-of-the-sart artificial intelligence techniques, such as the regression, classification, clustering and reinforcement learning. Along with the theory delivered in ths class, the relevant projects and detailed step-by-step guidelines will be provided to apply the theoretical to practical implementations. The projects will designed using Python. The pratical implementations will provide students valuable experience to investigate real-world engineering problems and transfer the theory learned in class to hands-on application using the most popular programming language. The projects help concrete the understanding of the course topics and improve the problem solving skills for students. As an exmaple, we will provide the project about trajectory tracking and navigation of a moving robot. This project can integrate most of the algorithms covered in this course in one application that the robot can estimate the position from sensor data, plan a path and reach the destination by following the planned path. First, the real-world map will be modeled into a graph having nodes and edges, the classical search algorithms and reinforcement learning algorithms can be used to find available trajectory from a starting position to a destination position. Then, the Kalman filter will be used to estimate the locations of the moving robot. Furthermore, the proportional-integral-derivative (PID) controller and a model predictive controller (MPC) will be implemented to track and correct the trajectory of the moving robot. It is worth noting that the project can be designed either a hardware realization or simulation-based, depends on the course will be delivered on-site or remote.

THE UNIVERSITY OF BRITISH COLUMBIA

Proposed Academic Calendar Entry:	Present Academic Calendar Entry:
CMPE 409 (3) Artifical Intelligence for Robotics **Sensor fusion, state estimation, localization, control, robot planning, machine learning algorithms, artificial neural network, reinforcement learning [3-0-0]** ***Prerequisites:* APSC 179, APSC 258, ENGR 360**	N/A

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New Course – Okanagan campus

Category: **1**	
School of Engineering **Faculty of Applied Science** **Faculty/School Approval Date:** 2022.05.11 **Effective Session:** 2023	**Date:** 2022.05.03 **Contact Person:** Julian Cheng **Phone:** 250.807.8800 **Email:** julian.cheng@ubc.ca
Type of Action: New Course	
Rationale: This is an elective course for the proposed computer engineering program. The course introduces the students to the concepts of security and encryption in computer networks. It covers threats and vulnerabilities involved in computer networks as well as techniques developed for security and privacy. It also discusses applications related to cloud security and Internet of Things security. The objective of this course is to train the students in understanding and tackling the growing need for network security as well as designing secure networked systems. It fits in the theme of cybersecurity, and can be an attractive elective course to many undergraduate students in the School of Engineering.	

Proposed Academic Calendar Entry:	**Present Academic Calendar Entry:**
CMPE 410 (3) Network Security and Encryption **Computer networks, security and privacy, threats and vulnerabilities, intrusion detection, authentication, encryption, and cloud security and Internet of Things security [3-0-0]** *Prerequisite:* **fourth-year B.A.Sc. or B.Sc. Standing**	N/A

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New Course – Okanagan campus

Category: 1	
School of Engineering **Faculty of Applied Science** **Faculty/School Approval Date:** 2022.05.11 **Effective Session:** 2023W	**Date:** 2022.05.03 **Contact Person:** Julian Cheng **Phone:** 250.807.8808 **Email:** julian.cheng@ubc.ca
Type of Action: New Course	

Rationale: This is a technical elective course for the proposed Computer Engineering program. The course will introduce the fundamental ideas behind cloud networking, such as network virtualization, physical interconnection of servers, routing, congestion control, and application-level techniques. In particular, we will focus on the following questions. How do we build a network infrastructure that facilitates deploying multiple virtual networks (on a shared infrastructure)? How do we achieve efficient transfer of big data and low latency communication? How do we enable high-performance applications across countries and continents? A combination of lectures and hands-on programming assignments will expose the students to the leading cloud networking paradigms. Unlike a typical cloud computing course, this course emphasizes the underlying critical communications infrastructure for many popular cloud applications today. The course can also be attractive for undergraduate students with strong programming skills in SoE.

Proposed Academic Calendar Entry:	**Present Academic Calendar Entry:**
CMPE 461 (3) Introduction to Cloud Networking **Cloud traffic patterns, physical network structure, virtualization techniques, SDN architecture, CDN architecture, inter-data center networking, and application layer techniques. [3-0-0]** *Prerequisites:* **Fourth-year B.A.Sc. or B.Sc. Standing**	N/A

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New Course – Okanagan campus

Category: **1**	
School of Engineering **Faculty of Applied Science** **Faculty/School Approval Date:** 2022.05.11 **Effective Session:** 2023W	**Date:** 2022.05.03 **Contact Person:** Julian Cheng **Phone:** 250.807.8800 **Email:** julian.cheng@ubc.ca
Type of Action: New Course	
Rationale: This course prepares the fourth-year engineering students for a career working in designing computer systems. This course will provide the basic acknowledge and skills about the computer architecture and organization. This course aims to help students understand and practice how computers are designed. The emphasis will be the mechanisms used to improve performance given a fixed implementation technology (e.g., 14 nm silicon), and techniques used in designing computer systems at both the microarchitecture and architecture level. Computer architecture and organization is critically important. Hence, this course will help you by providing not only implementation techniques for performance and energy efficiency as well as a framework for understanding how hardware design affects overall system performance, but also the understanding required to write efficient code that takes full advantage of modern hardware — a nontrivial task unless you understand how the underlying microarchitecture operates. The course combines both theoretical and practical components and students will be evaluated on their proficiency in both aspects.	

Proposed Academic Calendar Entry:	**Present Academic Calendar Entry:**
CMPE 465 (3) Computer Architecture and Organization **Modern processors, GPUs, quantitative principles and instruction set design; pipelining, superscalar issue, out-of-order execution, branch prediction and speculation; memory hierarchies, caches, virtual addressing, prefetching, coherence, and consistency; computer design trade-offs performance evaluation and benchmarks; multicores, VLIW, on-chip networks, and other advanced architectures. [3-2*-0]** *Prerequisite:* **APSC 262 and ENGR 359.**	N/A

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New Course – Okanagan campus

Category: **1**	
School of Engineering **Faculty of Applied Science** **Faculty/School Approval Date:** 2022.05.11 **Effective Session:** 2023W	**Date:** 2022.05.03 **Contact Person:** Julian Cheng **Phone:** 250.807.8808 **Email:** julian.cheng@ubc.ca
Type of Action: New Course	
Rationale: This is an elective course for the proposed Computer Engineering program. It aims to teach students how to program quantum computers by using programming languages such as Python and PennyLane. It can be an attractive elective course to undergraduate students with strong programming skills in SoE.	

Proposed Academic Calendar Entry:	**Present Academic Calendar Entry:**
CMPE 485 (3) Introduction to Quantum Computing **Qubit states, operations and measurements, quantum circuits, basic quantum algorithms, Grover's algorithm, Shor's algorithm, Hamiltonian simulation, quantum programming languages [3-0-0]** *Prerequisite:* **ENGR 350, ENGR 360.**	N/A

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
Change to Program – Okanagan campus

Category: 1	
School of Engineering Faculty of Applied Science Faculty Approval Date: 2023.03.14 Effective Session: 2023W	SOE Curriculum Date: 2023.03.13 Contact Person: Dr. Sabine Weyand Phone: 250.807.8068 Email: Sabine.Weyand@ubc.ca
Type of Action: Changes to Program Requirements	

Rationale: The proposed changes and their rationale are listed below:

- **MANF 368 (Engineering Measurements and Instrumentation) is removed as a MANF program requirement and much of its content is moved to MANF 386 (Industrial Automation).** Rationale: MANF 368 covers industrial sensor/measurement needs, which is an integral part of the PLC control systems taught in MANF 386. Combining the content of these two courses provides a better flow of material and benefits students learning about industrial automated systems. Students still received the content that is removed from MANF 386 to make space for MANF 368 with the addition of ENGR 315 (Systems and Control) as a MANF program requirement (see next proposed change).
- **ENGR 315 (Systems and Control) is added as a MANF program requirement**. Rationale: Currently ENGR 315 content is condensed and covered in MANF 386. When combined with the PLC content in MANF 386, there is very little continuity in the course content and students struggle to connect the two topics. Pedagogically, it is best to separate the PLC content with the control theory content.
- **ENGR 381 (Kinematics and Dynamics of Machinery) and ENGR 476 (Mechanics of Materials II) are removed from the MANF program**. Rationale: The MANF program currently requires students to take 7 courses in 2 of their terms. In many cases, students elect to take courses in the summer or an extra year to complete the program. In evaluating the required courses for the program, the faculty has decided that ENGR 381 and ENGR 476 (which focuses on structures), are not relevant enough for manufacturing engineers to justify the increased workload. The removal of these courses better distinguishes the MANF program from the MECH program. Students interested in these topics may still take them as elective courses.
- **Remove MANF 230 from MANF program requirements.** Rationale: After piloting this course for 3 years it has been determined that the [1-2-0;1-2-0] course vector is not conducive to student learning; 1hr/week of theory is insufficient for students to benefit from the 2hr/week lab. Alternatively, the students would benefit from a course focused on foundational manufacturing engineering topics in their second year.
- **New course MANF 277 (Fundamentals of Design for Manufacturing) is added as a MANF program requirement.** Rationale: This course will focus on

THE UNIVERSITY OF BRITISH COLUMBIA

engineering drawing, metrology, and design for manufacturing. These are foundational topics in manufacturing engineering and will provide students the requisite knowledge for MANF 330 (Manufacturing Engineering Project) in year three of the program. MANF 330 is a capstone-style course and the fundamentals of design for manufacturing taught in MANF 277 are necessary to maximize the student learning experience in MANF 330.

- **MANF 377 (Manufacturing Processes), which appears in the current calendar as ENGR 377, is added as a MANF program requirement.** Rationale: With the removal of MANF 230 (Manufacturing Engineering Laboratory) from the program, students miss content on manufacturing processes. MANF 377 is an existing course at the School of Engineering and will be used to strengthen student's knowledge and skills in manufacturing processes. As an added bonus, any student taking a number of related fourth year courses will have consistent pre-requisite knowledge since both MECH and MANF students will take MANF 377.

- **Manufacturing courses with course code ENGR are changed to MANF course codes.** Rationale: The MANF program is establishing its identity within the School of Engineering. Brining manufacturing courses under the MANF course code better represents the focus and strengths of the MANF program. These courses will now appear under the MANF section of the Academic Calendar which will help students navigate the program better. The courses impacted are:

Current course code	Proposed course code	Course title
ENGR 377	MANF 377	Manufacturing Processes
ENGR 439	MANF 378	Advanced Manufacturing
ENGR 416/516	MANF 416/516	CAD/CAM/CAE
ENGR 496	MANF 496	Aerospace Materials and Mfg. Processes

- **The vector of MANF 377 (Manufacturing Processes), which appears in the current calendar as ENGR 377, is changed from [2 -3*-2*] to [2 -3*-1].** Rationale: The current offering of one tutorial class every other week does not line up well with the course delivery as students are tasked to solve problems on the theory that has not yet been covered in the lectures. This creates challenges to the students and the teaching team. The total number of contact hours remains the same.

- **"Technical Electives" is replaced with "Electives".** Rationale: Approved electives may include courses that are not "technical electives". Students are advised to consult the School of Engineering Manufacturing Engineering Curriculum Map when choosing their electives.

- **The lab is removed from the ENGR 480 (Modern Control) vector.** Rationale: The lab periods in ENGR 480 are used by students to work on a term design project. These projects are MATLAB-based and do not require use of equipment or particular lab space. Most students have MATLAB installed on their personal computers using a campus license. Students can also use any computer on campus

THE UNIVERSITY OF BRITISH COLUMBIA

to access MATLAB. Removing the lab component from the course vector will provide relief to student's schedules and allow them to be more flexible in when they work on their projects.

- **COSC 310 (Software Engineering) and the humanities elective are switched to different years in the MANF program.** Rationale: This change better balances the load for students and creates more flexibility in the program.

A number of minor changes are also needed as a result of the above major changes. For example, the description of the mechatronics option and some courses with MANF 386/ENGR 315/ENGR 481 listed as pre-requisites.

Proposed Academic Calendar Entry:	Draft Academic Calendar URL: **https://www.calendar.ubc.ca/okanagan/proof/edit/courses.cfm?go=name&code=MANF** **Present Academic Calendar Entry:**
MANF 277 (3) Fundamentals of Design for Manufacturing Engineering drawing for manufacturing, part and **process drawings, quality control, metrology. Design for manufacturing and assembly. Integrated Manufacturing Systems. [3-2-0]** *Prerequisite*: **APSC 171 and second-year B.A.Sc. standing**	
MANF 330 (6) Manufacturing Engineering Project I Project-based design and optimization of manufacturing processes (Casting, bulk deformation, sheet metal, polymer), metrology, measuring cutting forces in machining, CNC machining optimization. [1-4-0, 1-4-0] *Prerequisite:* **MANF 277**	**MANF 330 (6) Manufacturing Engineering Project I** Project-based design and optimization of manufacturing processes (Casting, bulk deformation, sheet metal, polymer), metrology, measuring cutting forces in machining, CNC machining optimization. [1-4-0, 1-4-0] *Prerequisite:* ~~MANF 230~~
MANF 386 (3) Industrial Automation Principle components of **manufacturing** automation systems, **industrial measurement needs, robotic programming,** programmable **logical control (PLC) systems and development of PLC programs.** [3-2-0] *Prerequisite:* APSC 246.	**MANF 386 (3) Industrial Automation** ~~Linear system modelling, block diagrams, transient response, root locus, frequency response, Bode plots, and controller design.~~ Principles ~~and~~ components of ~~industrial~~ automation systems, programmable ~~logic controllers (PLCs), controller programming languages. Credit will be granted for only one of MANF 386 or ENGR 315~~. [3-2-0] *Prerequisite:* APSC 246.
MANF 378 (3) Advanced Manufacturing Materials fabrication, forming, and joining: casting, rolling, forging, extrusion, and welding. Powder metallurgy and	~~ENGR 439~~ (3) Advanced Manufacturing Materials fabrication, forming, and joining: casting, rolling, forging, extrusion, and welding. Powder metallurgy and

THE UNIVERSITY OF BRITISH COLUMBIA

manufacture of metal alloys, metal matrix composites, and ceramics. Effect of fabrication process on evolution of crystallographic texture, residual stress, mechanical and service properties of materials. Process selection and technology development. [3-0-0] *Prerequisite:* **MANF 377**.	manufacture of metal alloys, metal matrix composites, and ceramics. Effect of fabrication process on evolution of crystallographic texture, residual stress, mechanical and service properties of materials. Process selection and technology development. [3-0-0] *Prerequisite:* ~~Either (a) ENGR 377 or (b) MANF 230~~.
MANF 416 (3) CAD/CAM/CAE CNC machining, Rapid prototyping, G-code, Computer Aided: Design, Manufacturing and Engineering, parametric design and analysis for optimization. [3-2-0] *Prerequisite:* **MANF** 377.	**ENGR 416 (3) CAD/CAM/CAE** CNC machining, Rapid prototyping, G-code, Computer Aided: Design, Manufacturing and Engineering, parametric design and analysis for optimization. [3-2-0] *Prerequisite:* ~~ENGR~~ 377.
ENGR 480 (3) Modern Control State-space modelling and design. Review of linear and matrix algebra, highlights of classical control theory, state-space modelling, continuous and discrete state equations, stability, controllability and observability, design of feedback systems. Credit will be granted for only one of ENGR 480 or ENGR 580. **[3-0-0]** *Prerequisite:* ENGR 315.	**ENGR 480 (3) Modern Control** State-space modelling and design. Review of linear and matrix algebra, highlights of classical control theory, state-space modelling, continuous and discrete state equations, stability, controllability and observability, design of feedback systems. Credit will be granted for only one of ENGR 480 or ENGR 580. ~~[3-2*-0]~~ *Prerequisite:* ~~One of~~ ENGR 315, ~~MANF 386~~.
ENGR 481 (3) Mechatronics Operating principles, analysis, modelling, and performance specifications of sensors, actuators, and mechatronic systems. Sensor selection, actuator sizing, and integration. Programmable logic control (PLC) systems and control techniques pertaining to actuators. Control system implementation. Credit will be granted for only one of ENGR 481 or ENGR 581. [3-2*-0] *Prerequisite:* ENGR 315 **and** ENGR 320.	**ENGR 481 (3) Mechatronics** Operating principles, analysis, modelling, and performance specifications of sensors, actuators, and mechatronic systems. Sensor selection, actuator sizing, and integration. Programmable logic control (PLC) systems and control techniques pertaining to actuators. Control system implementation. Credit will be granted for only one of ENGR 481 or ENGR 581. [3-2*-0] *Prerequisite:* ~~Either (a) all of~~ ENGR 315, ENGR 320 ~~or (b) all of MANF 386, ENGR 320~~.
ENGR 486 (3) Robot Modelling and Control Spatial description and homogeneous transformations, manipulator kinematics (forward and inverse), Jacobian, motion trajectories. Manipulator dynamics, Lagrange-Euler and Newton-Euler formulation. Linear and nonlinear control, force control. Industrial robotic system and programming. Credit will be granted for only one of ENGR 486 or ENGR 586. [3-0-0] *Prerequisite:* ENGR 315.	**ENGR 486 (3) Robot Modelling and Control** Spatial description and homogeneous transformations, manipulator kinematics (forward and inverse), Jacobian, motion trajectories. Manipulator dynamics, Lagrange-Euler and Newton-Euler formulation. Linear and nonlinear control, force control. Industrial robotic system and programming. Credit will be granted for only one of ENGR 486 or ENGR 586. [3-0-0] *Prerequisite:* ~~One of~~ ENGR 315, ~~MANF 386~~.
ENGR 487 (3) Digital Control Digital control theory and a brief review of classical control and its relationship to	**ENGR 487 (3) Digital Control** Digital control theory and a brief review of classical control and its relationship to

discrete systems. Discrete time systems, sampling, z-transform, pulse transfer function, stability in z-domain, pole-placement control design and state estimation, discrete linear quadratic optimal control, introduction to system identification and Kalman filter. Credit will be granted for only one of ENGR 487 or ENGR 587. [3-0-0]
Prerequisite: ENGR 315.

ENGR 315 (3) Systems and Control
Dynamic systems, linear systems, control concepts, block diagrams, transient response, root locus, frequency response, Bode and Nyquist plots, and controller design. [3-2*-1]
Prerequisite: APSC 246.

MANF 486 (3) Mechatronic Systems Laboratory
Smart sensors and actuators, electro-pneumatic actuators, automated control systems, industrial communication, smart maintenance, object detection, industrial robotics, modelling and simulation of mechatronic systems. Hands-on training on mechatronic system trainers in a laboratory scale [1-4-0]
Prerequisite: MANF 386

MANF 496 (3) Aerospace Materials and Manufacturing Processes
Properties, behaviour, manufacturing, and advanced processes for materials used in aerospace applications. Materials include alloys, elastomers, composites, polymers, and ceramics. Special processes in the aerospace industry. Introduction to aerospace quality systems, inspection, and testing. [3-0-0]
Prerequisite: MANF 377.

MANF 377 (3) Manufacturing Processes
Metrology, metal forming processes, plastic deformation, rolling, forging, drawing, extrusion, sheet metal forming. Machining processes and machine tools, turning, milling, drilling, grinding. Metal fabrication, welding, casting. [2 -3*-1]
Prerequisite: All of APSC 259, APSC 260.

MANF 475 (3) Welding and Joining: Processes and Metallurgy
Welding and joining of metals: fusion and solid-state welding processes, brazing, and

---

discrete systems. Discrete time systems, sampling, z-transform, pulse transfer function, stability in z-domain, pole-placement control design and state estimation, discrete linear quadratic optimal control, introduction to system identification and Kalman filter. Credit will be granted for only one of ENGR 487 or ENGR 587. [3-0-0]
Prerequisite: One of ENGR 315, MANF 386.

ENGR 315 (3) Systems and Control
Dynamic systems, linear systems, control concepts, block diagrams, transient response, root locus, frequency response, Bode and Nyquist plots, and controller design. Credit will be granted for only one of ENGR 315 or MANF 386. [3-2*-1]
Prerequisite: APSC 246.

MANF 486 (3) Mechatronic Systems Laboratory
Smart sensors and actuators, electro-pneumatic actuators, automated control systems, industrial communication, smart maintenance, object detection, industrial robotics, modelling and simulation of mechatronic systems. Hands-on training on mechatronic system trainers in a laboratory scale [1-4-0]
Prerequisite: One of MANF 386, ENGR 481.

ENGR 496 (3) Aerospace Materials and Manufacturing Processes
Properties, behaviour, manufacturing, and advanced processes for materials used in aerospace applications. Materials include alloys, elastomers, composites, polymers, and ceramics. Special processes in the aerospace industry. Introduction to aerospace quality systems, inspection, and testing. [3-0-0]
Prerequisite: All of ENGR 376, ENGR 377.

ENGR 377 (3) Manufacturing Processes
Metrology, metal forming processes, plastic deformation, rolling, forging, drawing, extrusion, sheet metal forming. Machining processes and machine tools, turning, milling, drilling, grinding. Metal fabrication, welding, casting. [2 -3*-2*]
Prerequisite: All of APSC 259, APSC 260.

MANF 475 (3) Welding and Joining: Processes and Metallurgy
Welding and joining of metals: fusion and solid-state welding processes, brazing, and soldering. Effect of process parameters on

THE UNIVERSITY OF BRITISH COLUMBIA

soldering. Effect of process parameters on joint size and quality. Fusion, partially melted, and heat affected zones. Non-equilibrium solidification, grain structure, and defect formation. Non-destructive testing and evaluation methods for welded joints. [3-2*-0]
Prerequisite: **MANF 377**.

MANF 516 (3) Advanced Manufacturing
Product manufacturing, powder metallurgy, Computer-Aided Design (CAD) and Computer-Aided Manufacturing (CAM), Computer Numeric Control (CNC) tools, process planning, micro and nano manufacturing, optical and electron measurement techniques.

[18348] Manufacturing Engineering

…

[18353]

Second Year Manufacturing Engineering	Credits
APSC 201 Technical Communication	3
APSC 246 System Dynamics	3
APSC 248 Engineering Analysis III	3
APSC 252 Thermodynamics	3
APSC 253 Fluid Mechanics I	3
APSC 254 Instrumentation and Data Analysis	3
APSC 255 Electric Circuits and Power	3
APSC 259 Materials Science I	3
APSC 260 Mechanics of Materials I	3
COSC 210 Software Construction or COSC 222 Data Structures[1]	4
MANF 277 Fundamentals of Manufacturing Engineering	**3**
MANF 270 Production Systems Management I	3
Total Credits:	**37**

Third Year Manufacturing Engineering	Credits
ENGR 305 Engineering Economic Analysis	3
ENGR 320 Electromechanical Devices or ENGR 310 Fluid Mechanics II[2]	3
ENGR 315 Systems and Control	**3**

---

joint size and quality. Fusion, partially melted, and heat affected zones. Non-equilibrium solidification, grain structure, and defect formation. Non-destructive testing and evaluation methods for welded joints. [3-2*-0]
Prerequisite: One of ENGR 377, MANF 230.

~~ENGR~~ 516 (3) Advanced Manufacturing
Product manufacturing, powder metallurgy, Computer-Aided Design (CAD) and Computer-Aided Manufacturing (CAM), Computer Numeric Control (CNC) tools, process planning, micro and nano manufacturing, optical and electron measurement techniques.

https://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,317,989,1418

[18348] Manufacturing Engineering

…
~~[18352] Program Requirements~~

[18353]

Second Year Manufacturing Engineering	Credits
APSC 201 Technical Communication	3
APSC 246 System Dynamics	3
APSC 248 Engineering Analysis III	3
APSC 252 Thermodynamics	3
APSC 253 Fluid Mechanics I	3
APSC 254 Instrumentation and Data Analysis	3
APSC 255 Electric Circuits and Power	3
APSC 259 Materials Science I	3
APSC 260 Mechanics of Materials I	3
COSC 210 Software Construction or COSC 222 Data Structures[1]	4
~~MANF 230 Manufacturing Engineering Laboratory~~	4
MANF 270 Production Systems Management I	3
Total Credits:	38

Third Year Manufacturing Engineering	Credits
ENGR 305 Engineering Economic Analysis	3
~~ENGR 320 Electromechanical Devices or ENGR 310 Fluid Mechanics II[2]~~	3

THE UNIVERSITY OF BRITISH COLUMBIA

ENGR 376 Materials Science II	3
ENGR 387 Vibration of Mechanical Systems	3
MANF 330 Manufacturing Engineering Project I	6
MANF 370 Production Systems Management II	3
MANF 377 Manufacturing Processes	**3**
MANF 378 Advanced Manufacturing	**3**
MANF 386 Industrial Automation	3
Humanities/Social Sciences Elective³	**3**
Total Credits:	**36**

Fourth Year Manufacturing Engineering	Credits
COSC 310 Software Engineering	**3**
ENGR 413 Law and Ethics for Engineers	3
ENGR 499 Engineering Capstone Design Project	6
MANF 450 Life Cycle Analysis and Sustainability	3
MANF 455 Factory Planning	3
MANF 460 Supply Chain Tactics and Strategies	3
MANF 465 Digital Enterprise	3
MANF 470 Production Systems Management III	3
Electives³	9
Total Credits:	36

¹ COSC 222 is accepted in lieu of COSC 210 but requires other prerequisites.

² Manufacturing Engineering students in the Aerospace option will take ENGR 310 instead of ENGR 320.

³ In general, scientific geography courses, statistical courses, and studio/performance courses in fine arts, music, and theatre will not satisfy this requirement. Courses that teach language skills are not acceptable. See Complementary Studies Courses

⁴ To be chosen from a list of Manufacturing Engineering elective courses provided by the School of Engineering.

ENGR 376 Materials Science II	3
~~ENGR 381 Kinematics and Dynamics of Machinery~~	~~3~~
ENGR 387 Vibration of Mechanical Systems	3
~~ENGR 439 Manufacturing Processes II~~	~~3~~
~~ENGR 476 Mechanics of Materials II~~	~~3~~
~~COSC 310 Software Engineering~~	~~3~~
MANF 330 Manufacturing Engineering Project I	6
~~MANF 368 Engineering Measurements and Instrumentation~~	~~3~~
MANF 370 Production Systems Management II	3
MANF 386 Industrial Automation	3
Total Credits:	~~39~~

Fourth Year Manufacturing Engineering	Credits
ENGR 413 Law and Ethics for Engineers	3
ENGR 499 Engineering Capstone Design Project	6
MANF 450 Life Cycle Analysis and Sustainability	3
MANF 455 Factory Planning	3
MANF 460 Supply Chain Tactics and Strategies	3
MANF 465 Digital Enterprise	3
MANF 470 Production Systems Management III	3
~~Technical~~ Electives³	9
~~Humanities/Social Sciences Elective⁴~~	~~3~~
Total Credits:	36

¹ COSC 222 is accepted in lieu of COSC 210 but requires other prerequisites.

² Manufacturing Engineering students in the Aerospace option will take ENGR 310 instead of ENGR 320.

~~³ To be chosen from a list of Manufacturing Engineering elective courses provided by the School of Engineering.~~

~~⁴ In general, scientific geography courses, statistical courses, and studio/performance courses in fine arts, music, and theatre will not satisfy this requirement. Courses that teach language skills are not acceptable. See Complementary Studies Courses~~

…

THE UNIVERSITY OF BRITISH COLUMBIA

...

[20296] Aerospace Option

...

[20300] Manufacturing Engineering students in the Aerospace option will take ENGR 310 instead of ENGR 320. In addition, the following **four (4)** elective courses are required for the Aerospace Option under **Manufacturing** Engineering:

- ENGR 449 Aircraft Structures
- **ENGR 476 Mechanics of Materials II**
- ENGR 493 Introductory Aerodynamics and Aircraft Design
- **MANF** 496 Aerospace Materials and Manufacturing Process

Mechanical Engineering

...

[17719]

	Third Year Mechanical Engineering	Credits
ENGR 303	Engineering Project Management	3
ENGR 305	Engineering Economic Analysis	3
ENGR 310	Fluid Mechanics II	3
ENGR 315	Systems and Control	3
ENGR 320	Electromechanical Devices	3
ENGR 375	Energy System Design	3
ENGR 376	Materials Science II	3
MANF 377	Manufacturing Processes	3
ENGR 380	Design of Machine Elements	3
ENGR 381	Kinematics and Dynamics of Machinery	3
ENGR 385	Heat Transfer Applications	3

[20296] Aerospace Option

...

[20300] Manufacturing Engineering students in the Aerospace option will take ENGR 310 instead of ENGR 320. In addition, the following ~~three (3)~~ elective courses are required for the Aerospace Option under ~~Manufaturing~~ Engineering:

- ENGR 493 Introductory Aerodynamics and Aircraft Design
- ENGR 449 Aircraft Structures
- ~~ENGR~~ 496 Aerospace Materials and Manufacturing Process

https://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,317,989,1382

Mechanical Engineering

...

[17719]

	Third Year Mechanical Engineering	Credits
ENGR 303	Engineering Project Management	3
ENGR 305	Engineering Economic Analysis	3
ENGR 310	Fluid Mechanics II	3
ENGR 315	Systems and Control~~; OR MANF 386¹ Industrial Automation~~	3
ENGR 320	Electromechanical Devices	3
ENGR 375	Energy System Design	3
ENGR 376	Materials Science II	3
~~ENGR~~ 377	Manufacturing Processes	3
ENGR 380	Design of Machine Elements	3
ENGR 381	Kinematics and Dynamics of Machinery	3

UBC THE UNIVERSITY OF BRITISH COLUMBIA

ENGR 387	Vibration of Mechanical Systems	3
Total Credits		36

[17720]

	Fourth Year Mechanical Engineering	Credits
ENGR 413	Law and Ethics for Engineers	3
ENGR 476	Mechanics of Materials II	3
ENGR 499	Engineering Capstone Design Project	6
	Design Electives[1,3]	12
	Technical Electives[1,3]	12
Total Credits		36

[1] To be chosen from a list of Mechanical Engineering design elective courses provided by the School of Engineering.

[2] To be chosen from a list of technical elective courses provided by the School of Engineering. Up to two third- or fourth-year courses offered outside the School of Engineering may qualify as technical electives with permission from the Mechanical Program Chair.

[3] To meet graduation requirements, students must take at least one of ENGR 491: Computational Fluid Dynamics or ENGR 492: Finite Element Methods as part of the 4th year elective requirements.

…

[20302] Aerospace Option

…

[20306] In addition to the Mechanical Program compulsory courses, the following eight (8) elective courses are required for the Aerospace Option under Mechanical Engineering:

- ENGR 449 Aircraft Structures
- ENGR 477 Aircraft Propulsion
- ENGR 479 Measurements in Thermo-Fluids

ENGR 385	Heat Transfer Applications	3
ENGR 387	Vibration of Mechanical Systems	3
Total Credits		36

[17720]

	Fourth Year Mechanical Engineering	Credits
ENGR 413	Law and Ethics for Engineers	3
ENGR 476	Mechanics of Materials II	3
ENGR 499	Engineering Capstone Design Project	6
	Design Electives[2,4]	12
	Technical Electives[3,4]	12
Total Credits		36

[1] Seats available in MANF 386 are limited, with priority given to Manufacturing Engineering students and students in the Mechatronics Option.

[2] To be chosen from a list of Mechanical Engineering design elective courses provided by the School of Engineering.

[3] To be chosen from a list of technical elective courses provided by the School of Engineering. Up to two third- or fourth-year courses offered outside the School of Engineering may qualify as technical electives with permission from the Mechanical Program Chair.

[4] To meet graduation requirements, students must take at least one of ENGR 491: Computational Fluid Dynamics or ENGR 492: Finite Element Methods as part of the 4th year elective requirements.

…

[20302] Aerospace Option

…

[20306] In addition to the Mechanical Program compulsory courses, the following eight (8) elective courses are required for the Aerospace Option under Mechanical Engineering:

- ENGR 449 Aircraft Structures
- ENGR 477 Aircraft Propulsion
- ENGR 479 Measurements in Thermo-Fluids
- ENGR 480 Modern Control

THE UNIVERSITY OF BRITISH COLUMBIA

- ENGR 480 Modern Control - ENGR 491 Computational Fluid Dynamics - ENGR 492 Finite Element Methods - ENGR 493 Introductory Aerodynamics and Aircraft Design - **MANF** 496 Aerospace Materials and Manufacturing Process	- ENGR 491 Computational Fluid Dynamics - ENGR 492 Finite Element Methods - ENGR 493 Introductory Aerodynamics and Aircraft Design - ~~ENGR~~ 496 Aerospace Materials and Manufacturing Process

…
 	
[18058] Mechatronics Option
 	
…
 	
[18062] The Mechatronics Option under Mechanical Engineering requires the following courses:
[18063]
 	
- COSC 121
 	
- COSC 222 OR COSC 210[3]
 	
- Required 3rd and 4th year courses (as listed above) and Elective requirements:
   - 12 credits of Design Electives and 12 credits of Technical Electives from **the School of Engineering Mechatronics Option Curriculum Map**, including mandatory courses ENGR 359, 480, MANF **386,** 486.[4]
	…
	
	[18058] Mechatronics Option
	
	…
	
	[18062] The Mechatronics Option under Mechanical Engineering requires the following courses:
	[18063]
	
	- COSC 121
	
	- COSC 222 OR COSC 210[3]
	
	- ~~MANF 386~~
	
	- Required 3rd and 4th year courses (as listed above) and Elective requirements:
	   - 12 credits of Design Electives and 12 credits of Technical Electives from ~~a Mechatronics Elective choices~~, including mandatory courses ENGR 359, 480, MANF 486.[4]
	
	https://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,317,989,1381

Electrical Engineering for students who entered the B.A.Sc. program in 2020/2021 or earlier … **[17716]**	**Electrical Engineering for students who entered the B.A.Sc. program in 2020/2021 or earlier** … **[17716]**

THE UNIVERSITY OF BRITISH COLUMBIA

	Year Three Electrical Engineering	Credits
ENGR 303	Engineering Project Management	3
ENGR 305	Engineering Economic Analysis	3
ENGR 315	Systems and Control	3
ENGR 320	Electromechanical Devices	3
ENGR 350	Linear Circuit Theory	3
ENGR 351	Microelectronics I	3
ENGR 353	Semiconductor Devices	3
ENGR 359	Microcomputer Engineering	3
ENGR 360	Engineering Probability and Statistics	3
ENGR 361	Signals and Communication Systems	3
ENGR 362	Digital Signal Processing I	3
ENGR 365	Engineering Electromagnetics	3
	Total Credits	36

[17717]

	Year Four Electrical Engineering	Credits
ENGR 413	Law and Ethics for Engineers	3
ENGR 451	Microelectronics II	3
ENGR 499	Engineering Capstone Design Project	6
	Design Electives[1]	12
	Technical Electives[2]	12
	Total Credits	36

[1] To be chosen from a list of Electrical Engineering design elective courses provided by the School of Engineering.

[2] To be chosen from a list of technical elective courses provided by the School of Engineering. Up to two third- or fourth-year courses offered outside the School of Engineering may qualify as technical electives with permission from the Electrical Program Chair.

	Year Three Electrical Engineering	Credits
ENGR 303	Engineering Project Management	3
ENGR 305	Engineering Economic Analysis	3
ENGR 315	Systems and Control / MANF 386[1] Industrial Automation	3
ENGR 320	Electromechanical Devices	3
ENGR 350	Linear Circuit Theory	3
ENGR 351	Microelectronics I	3
ENGR 353	Semiconductor Devices	3
ENGR 359	Microcomputer Engineering	3
ENGR 360	Engineering Probability and Statistics	3
ENGR 361	Signals and Communication Systems	3
ENGR 362	Digital Signal Processing I	3
ENGR 365	Engineering Electromagnetics	3
	Total Credits	36

[17717]

	Year Four Electrical Engineering	Credits
ENGR 413	Law and Ethics for Engineers	3
ENGR 451	Microelectronics II	3
ENGR 499	Engineering Capstone Design Project	6
	Design Electives[2]	12
	Technical Electives[3]	12
	Total Credits	36

[1] Seats available in MANF 386 are limited, with priority given to Manufacturing Engineering students and students in the Mechatronics Option. Students in the Mechatronics Option must take MANF 386.

[2] To be chosen from a list of Electrical Engineering design elective courses provided by the School of Engineering.

[3] To be chosen from a list of technical elective courses provided by the School of Engineering. Up to two third- or fourth-year courses offered outside the School of Engineering may qualify as technical electives with permission from the Electrical Program Chair.

THE UNIVERSITY OF BRITISH COLUMBIA

[18069] Mechatronics Option

...

[18073] The Mechatronics Option under Electrical

Engineering requires the following courses:
[18074]

- COSC 121

- COSC 222 OR COSC 210[3]

- Required 3rd and 4th year courses (as

    listed above) and Elective requirements:

    - 12 credits of Design Electives **and**

        12 credits of Technical Electives

        from **the School of Engineering**

        Mechatronics Option

        Curriculum Map, including

        mandatory courses ENGR 480,

        MANF **386,** 486.[4]

[18069] Mechatronics Option

...

[18073] The Mechatronics Option under Electrical

Engineering requires the following courses:
[18074]

- COSC 121

- COSC 222 OR COSC 210[3]

- ~~MANF 386~~

- Required 3rd and 4th year courses (as

    listed above) and Elective requirements:

    - 12 credits of Design Electives ~~&~~

        12 credits of Technical Electives

        from ~~a list Mechatronics Elective~~

        ~~choices~~, including mandatory

        courses ENGR 480, MANF 486.[4]

...

[20315] ~~[4]Electives to be chosen from a list of~~

~~approved Mechatronics Option courses provided~~

~~by the School of Engineering.~~

https://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,317,989,1543

Electrical Engineering for students who entered the B.A.Sc. program in 2021/2022 or later

...

[20380]

	Year Three Electrical Engineering	Credits
ENGR 303	Engineering Project Management	3
ENGR 305	Engineering Economic Analysis	3
ENGR 315	Systems and Control	3

Electrical Engineering for students who entered the B.A.Sc. program in 2021/2022 or later

...

[20380]

	Year Three Electrical Engineering	Credits
ENGR 303	Engineering Project Management	3
ENGR 305	Engineering Economic Analysis	3

THE UNIVERSITY OF BRITISH COLUMBIA

ENGR 320	Electromechanical Devices	3
ENGR 350	Linear Circuit Theory	3
ENGR 351	Microelectronics I	3
ENGR 352	Microelectronics II	3
ENGR 353	Semiconductor Devices	3
ENGR 359	Microcomputer Engineering	3
ENGR 360	Engineering Probability and Statistics	3
ENGR 362	Digital Signal Processing I	3
ENGR 378	Electromagnetics for Engineers	3
	Total Credits	36

[20381]

Year Four Electrical Engineering		**Credits**
ENGR 413	Law and Ethics for Engineers	3
ENGR 499	Engineering Capstone Design Project	6
	Humanities Elective[1]	3
	Design Electives[2]	12
	Technical Electives[3]	12
	Total Credits	36

[20383] [1]In general, scientific geography courses, statistical courses, and studio/performance courses in fine arts, music, and theatre will not satisfy this requirement. Courses that teach language skills are not acceptable. See Complementary Studies Courses.

[20384] [2]To be chosen from a list of Electrical Engineering design elective courses from the advising sheet provided by the School of Engineering.

[20385] [3]To be chosen from a list of technical elective courses provided by the School of Engineering. Up to two third or fourth year courses offered outside the School of Engineering may qualify as technical

ENGR 315	Systems and Control/~~MANF 386[1] Industrial Automation~~	3
ENGR 320	Electromechanical Devices	3
ENGR 350	Linear Circuit Theory	3
ENGR 351	Microelectronics I	3
ENGR 352	Microelectronics II	3
ENGR 353	Semiconductor Devices	3
ENGR 359	Microcomputer Engineering	3
ENGR 360	Engineering Probability and Statistics	3
ENGR 362	Digital Signal Processing I	3
ENGR 378	Electromagnetics for Engineers	3
	Total Credits	36

[20381]

Year Four Electrical Engineering		**Credits**
ENGR 413	Law and Ethics for Engineers	3
ENGR 499	Engineering Capstone Design Project	6
	Humanities Elective[2]	3
	Design Electives[3]	12
	Technical Electives[4]	12
	Total Credits	36

[20382] [1]~~Seats available in MANF 386 are limited, with priority given to Manufacturing Engineering students and students in the Mechatronics Option. Students in the Mechatronics Option must take MANF 386.~~

[20383] [2]In general, scientific geography courses, statistical courses, and studio/performance courses in fine arts, music, and theatre will not satisfy this requirement. Courses that teach language skills are not acceptable. See Complementary Studies Courses.

THE UNIVERSITY OF BRITISH COLUMBIA

electives with permission from the Electrical Program Chair.

…
[20658] Mechatronics Option

…

[20662] The Mechatronics Option under Electrical Engineering requires the following courses:
[20663]

- COSC 121
- COSC 222 OR COSC 210[1]
- Required 3rd and 4th year courses (as listed above) and Elective requirements:
  - 12 credits of Design Electives **and** 12 credits of Technical Electives from **the School of Engineering Mechatronics Option Curriculum Map**, including mandatory courses ENGR 480, MANF **386,** 486.

[20384] [3]To be chosen from a list of Electrical Engineering design elective courses from the advising sheet provided by the School of Engineering.

[20385] [4]To be chosen from a list of technical elective courses provided by the School of Engineering. Up to two third or fourth year courses offered outside the School of Engineering may qualify as technical electives with permission from the Electrical Program Chair.

[20658] Mechatronics Option

…

[20662] The Mechatronics Option under Electrical Engineering requires the following courses:
[20663]

- COSC 121
- COSC 222 OR COSC 210[1]
- ~~MANF 386~~
- Required 3rd and 4th year courses (as listed above) and Elective requirements:
  - 12 credits of Design Electives & 12 credits of Technical Electives from a list Mechatronics Elective choices, including mandatory courses ENGR 480, MANF 486.[2]

…

[20668] [2]~~Electives to be chosen from a list of approved Mechatronics Option courses provided by the School of Engineering.~~

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
Change to Course – Okanagan campus

Category: **1**	
School of Engineering **Faculty of Applied Science** **Faculty Approval Date:** 2023.02.28 **Effective Session:** 2023W	**SOE Curriculum Date:** 2023.02.01 **Contact Person:** Dr. Sabine Weyand **Phone:** 250.807.8068 **Email:** Sabine.Weyand@ubc.ca
Type of Action: Substantial Course Change	
Rationale: The proposed changes allow for a more streamlined delivery of the MANF program by reducing the overlap between MANF 386 and ENGR 315. Students will still receive this content by adding ENGR 315 to the MANF program. MANF 368 content is added to MANF 386 which provides a better flow pedagogically.	

	Draft Academic Calendar URL: https://www.calendar.ubc.ca/okanagan/proof/edit/courses.cfm?go=name&code=ENGR
Proposed Academic Calendar Entry:	**Present Academic Calendar Entry:**
MANF 386 (3) Industrial Automation Principle components of **manufacturing** automation systems, **industrial measurement needs, robotic programming,** programmable **logical control (PLC) systems and development of PLC programs.** [3-2-0] *Prerequisite:* APSC 246.	**MANF 386 (3) Industrial Automation** ~~Linear system modelling, block diagrams, transient response, root locus, frequency response, Bode plots, and controller design.~~ Principles ~~and~~ components of ~~industrial~~ automation systems, programmable ~~logic controllers (PLCs), controller programming languages. Credit will be granted for only one of MANF 386 or ENGR 315.~~ [3-2-0] *Prerequisite:* APSC 246.

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New/Change to Course/Program – Okanagan campus

Category: **1**	
Faculty/School: Faculty of Arts and Social Sciences (FASS) **Dept./Unit:** Community, Culture and Global Studies **Faculty/School Approval Date:** 20230322 **Effective Session:** 2023W	**Date:** 2023-01-13 **Contact Person:** Dr. Adeniyi Asiyanbi **Phone:** 250.807. 8194 **Email:** a.asiyanbi@ubc.ca
Type of Action: New Course	

Rationale:

This is a new course which expands the range of Geography program offerings at the lower levels, by offering development geography to students, building on the first-year introductory geography courses. The course will introduce students to contemporary debates in development geography and the dynamics of the Global South in a changing world.

This course introduces students to the concepts, theories, and contemporary debates in development geography. Using various area case studies, it will explore some of the major themes of development geography, highlighting the socio-economic, environmental, cultural and political dynamics shaping life experiences in the Global South. It will explore issues such as globalization, governance, markets, resources, state rule, livelihoods and grassroots development, and touch on crosscutting themes such as citizenship, gender, representation, poverty and power. The course will equip students to critically engage with the dynamics of the Global South in a changing world.

THE UNIVERSITY OF BRITISH COLUMBIA

Proposed Academic Calendar Entry: **GEOG 280 (3) Development Geography Concepts, theories, and contemporary debates in development geography. Examines the socio-economic, environmental, cultural and political dynamics shaping life experiences in the Global South [2-0-1].**	**Draft Academic Calendar URL:** https://www.calendar.ubc.ca/okanagan/proof/edit/courses.cfm?go=name&code=GEOG **Present Academic Calendar Entry:** n/a

Curriculum Proposal Form
New or Revised Course/Program – Okanagan campus

Proponents are encouraged to review the Curriculum Submission Guidelines prior to drafting their proposals. Please contact Senate & Curriculum Services at okanagan.curriculum@ubc.ca for further assistance.

Category: 1	
Faculty: Arts and Social Sciences & FCCS **Dept./Unit:** Dept./Unit **Faculty Approval Date:** 2023-03-24 **Effective Session:** 2023W	**Date:** 2023-02-15 **Contact Person:** Bernard Momer and Diana Carter **Phone:** 250.807.XXXX **Email:** fasscurriculum.ubco@ubc.ca
Type of Action: Other/Multiple (Please Specify) Update Program Requirements	
Rationale: - Update to include additions to the course categories.	

	Draft Academic Calendar URL: http://www.calendar.ubc.ca/okanagan/proof%20/edit/index.cfm?tree=18,282,857,1480
Proposed Academic Calendar Entry: Degree Requirements for students entering the program in 2021/2022 or later [...] **[19737] Communication** **[19738]** Writing proficiency and other communication skills are fundamental to an undergraduate education. This requirement provides students with an opportunity to acquire and develop these skills, which are not only valuable in an academic context but will also assist students in their career paths. The study of additional languages helps to develop competence in structured thought and logic, problem solving, and critical thinking as well as promote a sense of global citizenship by increasing intercultural understanding and competence. Students must complete: **[19739]**	**Present Academic Calendar Entry:** Degree Requirements for students entering the program in 2021/2022 or later [...] **[19737] Communication** **[19738]** Writing proficiency and other communication skills are fundamental to an undergraduate education. This requirement provides students with an opportunity to acquire and develop these skills, which are not only valuable in an academic context but will also assist students in their career paths. The study of additional languages helps to develop competence in structured thought and logic, problem solving, and critical thinking as well as promote a sense of global citizenship by increasing intercultural understanding and competence. Students must complete: **[19739]**

- 3 credits from any of the following:
  DIHU 155[1]
  ENGL 109[2], 112, 114, 150, 151, 153, 154, 155[1], 156

- 3 credits from any of the following:
  CORH 203, 204, 205, 206, 216, 321, 331
  CULT 230[1], CULT 250[1]
  DIHU 220
  ENGL 203, 212, 213, 222, 224[1], 226, 231, 233, 234, 239, 270, 294B, 297
  GWST 240

- 6 credits of language acquisition or language/linguistic appreciation requirement from any of the following:
  ANTH 170, 270, 277, 370, 377
  CHIN 100, 101
  ENGL 340
  FREN 101, 102, 103, 104, 122, 123, 215, 222, 344, 345
  GERM 100, 110, 200, 210
  JPST 100, 101, 200, 201
  KORN 100, 101
  SPAN 101, 102, 201, 202, 301, 302
  WRLD 150, 151, 152, 153, 154, 155, 156, 157, 158, **159,** 382

[…]

[19741] Critical Thinking
[19742] Critical thinking is the ability to engage in reflective and independent thinking; it is at the root of a democratic society. This requirement provides students with the skills they need to separate facts from opinions, to examine issues from all sides, and to think independently. Critical thinking is essential to make connections across disciplines and understand content on a deeper level. It therefore enhances overall academic performance.

[19743] Students must complete 3 credits chosen

from:

[19744]
CULT 100, 101, 215

HIST 145

PHIL 120, 121, 240

POLI 223

PSYO 270

SOCI 209

[…]

- 3 credits from any of the following:
  DIHU 155[1]
  ENGL 109[2], 112, 114, 150, 151, 153, 154, 155[1], 156

- 3 credits from any of the following:
  CORH 203, 204, 205, 206, 216, 321, 331
  CULT 230[1], CULT 250[1]
  DIHU 220
  ENGL 203, 212, 213, 222, 224[1], 226, 231, 233, 234, 239, 270, 294B, 297
  GWST 240

- 6 credits of language acquisition or language/linguistic appreciation requirement from any of the following:
  ANTH 170, 270, 277, 370, 377
  CHIN 100, 101
  ENGL 340
  FREN 101, 102, 103, 104, 122, 123, 215, 222, 344, 345
  GERM 100, 110, 200, 210
  JPST 100, 101, 200, 201
  KORN 100, 101
  SPAN 101, 102, 201, 202, 301, 302
  WRLD 150, 151, 152, 153, 154, 155, 156, 157, 158, 382

[…]

[19741] Critical Thinking
[19742] Critical thinking is the ability to engage in reflective and independent thinking; it is at the root of a democratic society. This requirement provides students with the skills they need to separate facts from opinions, to examine issues from all sides, and to think independently. Critical thinking is essential to make connections across disciplines and understand content on a deeper level. It therefore enhances overall academic performance.

[19743] Students must complete 3 credits chosen

from:

[19744]
CULT 100, 101, 215

PHIL 120, 121, 240

POLI 223

PSYO 270

SOCI 209

[…]

[19749] Scientific Literacy or Numeracy

[19750] Along with the Critical Thinking requirement, the Scientific Literacy or Numeracy requirement ensures graduates develop a habit of mind that enables them to think critically and independently while providing them with the mathematical or scientific concepts needed to navigate their workplace and life in general.

[19751] Students must complete 3 credits chosen from:

[19752]
All 1st-year **ASTR,** BIOL, CHEM, PHYS, or MATH[1]
DATA 101, 301[2]
COSC 301[2]
EESC 101, 104, 106, 111, 121
GEOG 108, 109
PSYO 271
SOCI 271**, 291**
STAT 121, 124**, 230**

[…]

[19761] Digital Literacy

[19762] Digital literacy includes the broader capacity to participate in, and reflect upon, the use of digital communication technology in various spheres (education, work, leisure, etc.). The fulfillment of this requirement will enable students to build meaningful knowledge through the interaction with digital resources and understand human, as well as, cultural and societal issues related to the use of technology.

[19763] Students must complete 3 credits chosen from:

[19764]
ARTH 370[1], 375[1]**, 411[1]**
COSC 122
CULT **312[1], 315[1],** 316[1], 317[1]

DIHU 155[1], 220, 301[1], 302[1], **312[1]**, 370[1], 375[1], **407[1], 411[1]**

ENGL 155[1], 305[1], 306[1], **387[1], 407[1]**

FILM 100, 103[1], 303[1], 371[1]

GEOG 257

MDST 110, 120, 210, 220

SOCI 492

THTR 303[1]

VISA 106

WRLD 370[1], 375[1]

[20391] [1]Check cross-listings.

[19765] Power, Diversity, and Cultures

[19766] The notions of equality, universal respect, and justice are the basis of the Universal Declaration of Human Rights. To fulfill UBC's commitment of advancing the inclusion of all those who have been excluded historically based on gender, race, religion, sexuality, age, physical ability, or economic circumstances, these notions are at the root of this requirement. The Power, Diversity, and Cultures requirement will ensure that students can reflect upon their experiences to rethink what is normal or acceptable about the lives they live, as well as providing an opportunity for them to question their unexamined assumptions about society.

[19767] Students must complete 3 credits chosen from:

[19768]

ANTH 100, 218

ARTH 309[1], 370[1], 375[1]

CULT 100, 101, 215, 230[1], 340[1], 346[1], 380[1], 480[1]

DIHU 370[1], 375[1]

ENGL 224[1], 379[1], 384[1]

GEOG 255

GWST 100, 110, 215

HIST 317

DIHU 155[1], 220, 301[1], 302[1], 370[1], 375[1]

ENGL 155[1], 305[1], 306[1]

FILM 100, 103[1], 303[1], 371[1]

MDST 110, 120, 210, 220

SOCI 492

THTR 303[1]

VISA 106

WRLD 370[1], 375[1]

[20391] [1]Check cross-listings.

[19765] Power, Diversity, and Cultures

[19766] The notions of equality, universal respect, and justice are the basis of the Universal Declaration of Human Rights. To fulfill UBC's commitment of advancing the inclusion of all those who have been excluded historically based on gender, race, religion, sexuality, age, physical ability, or economic circumstances, these notions are at the root of this requirement. The Power, Diversity, and Cultures requirement will ensure that students can reflect upon their experiences to rethink what is normal or acceptable about the lives they live, as well as providing an opportunity for them to question their unexamined assumptions about society.

[19767] Students must complete 3 credits chosen from:

[19768]

ANTH 100, 218

ARTH 309[1], 370[1], 375[1]

CULT 100, 101, 215, 230[1], 340[1], 346[1], 380[1], 480[1]

DIHU 370[1], 375[1]

ENGL 224[1], 379[1], 384[1]

GEOG 255

GWST 100, 110, 215

HIST 317

POLI 100**, 220, 314**

SOCI 121, 429

THTR 304[1], 309[1], 411[1]

WRLD 100, 304[1], 310, 330, 331, 332, 340 360, 370[1], 375[1], 382, 388, 480, 482

[20392] [1]Check cross-listings.

[…]

POLI 100

SOCI 121, 429

THTR 304[1], 309[1], 411[1]

WRLD 100, 304[1], 310, 330, 331, 332, 340 360, 370[1], 375[1], 382, 388, 480, 482

[20392] [1]Check cross-listings.

[…]

a place of mind
THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New/Change to Course/Program – Okanagan campus

Category: 1	
Faculty/School: Faculty of Science	**Date:** 2022-2-15
Dept./Unit: CMPS	**Contact Person:** Alex Hill
Faculty/School Approval Date: 20230314	**Phone:** 250.807.8719
Effective Session: 2023W	**Email:** alex.hill@ubc.ca
Type of Action: New Course	

Rationale: ASTR 501 and ASTR 511 will serve graduate students in other disciplines working on astrophysical problems. They could count as electives in the Mathematics MSc and PhD programs with permission of the Graduate Program Advisory Committee. ASTR 511 will serve engineering students working on radio telescope design. Both courses would be useful for computer science MSc and PhD students working on applications to astronomy. Graduate students in the chemistry program working on astrochemistry may also be interested in both courses.

In the longer term, these courses will be the foundation of the curriculum of an astronomy or astrophysics graduate program.

ASTR 511 will be taught in conjunction with Dominion Radio Astrophysical Observatory colleagues. The course will include observing time on DRAO telescopes, a unique opportunity made possible by our collaboration between UBCO and DRAO.

Upper-level undergraduate cross-listed versions of the two courses (ASTR 401 and ASTR 411) will provide an opportunity for physics students interested in astrophysics to work directly with DRAO telescopes, which will be beneficial for those pursuing astrophysics graduate studies.

UBC **a place of mind**
THE UNIVERSITY OF BRITISH COLUMBIA

	Draft Academic Calendar URL: https://www.calendar.ubc.ca/okanagan/proof/edit/courses.cfm?go=name&code=ASTR
Proposed Academic Calendar Entry:	**Present Academic Calendar Entry:**
ASTR 401 (3): Astrophysical Processes Thermodynamics, atomic and molecular spectra, ionization and excitation, radiative transport, line and continuum opacities. Basic particle and fluid dynamics of stellar and gaseous systems in astrophysics. Gravitational dynamics. Credit will be granted for only one of ASTR 401 or ASTR 501. [3-0-0] *Prerequisites*: PHYS 301; ASTR 321 or PHYS 321. PHYS 324 is recommended. **ASTR 501 (3): Astrophysical Processes** Thermodynamics, atomic and molecular spectra, ionization and excitation, radiative transport, line and continuum opacities. Basic particle and fluid dynamics of stellar and gaseous systems in astrophysics. Gravitational dynamics. Credit will be granted for only one of ASTR 401 or ASTR 501. **ASTR 411 (3): Radio Astronomy** Astronomical observation and data visualization with emphasis on radio astronomy techniques. Single dish and radio interferometry. Radio telescope design considerations. Radio frequency interference mitigation. Planning and reducing astronomical observations. Involves visits to Dominion Radio Astrophysical Observatory. Credit will be granted for only one of ASTR 411 or ASTR 511. [3-1-0] *Corequisites*: ASTR 321 or PHYS 321. **ASTR 511 (3): Radio Astronomy** Astronomical observation and data visualization with emphasis on radio astronomy techniques. Single dish and radio interferometry. Radio telescope design considerations. Radio frequency interference mitigation. Proposing, planning, reducing, and interpreting astronomical observations. Involves visits to Dominion Radio Astrophysical Observatory. Credit will be granted for only one of ASTR 411 or ASTR 511.	n/a

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New/Change to Course/Program – Okanagan campus

Category: **1**	
Faculty/School: Faculty of Arts and Social Sciences **Dept./Unit:** EPP **Faculty/School Approval Date:** 20230321 **Effective Session:** 2023W	**Date:** 2023-01-05 **Contact Person: Julien Picault** **Phone:** 250.807.9227 **Email:** Julien.picault@ubc.ca
Type of Action: Revision to Calendar Description	

Rationale: This proposal updates the BSc Econ program to align with recent changes to the BSc degree requirements and changes to STAT course offerings.

This proposal includes:

- Replacing STAT 230 with the combination of STAT 203 (Introduction to Probability) and STAT 205 (Introduction to Mathematical Statistics); this will enable students to acquire solid statistic foundations which will help them succeed in upper-level courses.
- Adding DATA 101, which is the prerequisite for STAT 203.
- Adding STAT 324 as an option. STAT 324 is a mathematics of finance course and fits well with the major.
- Adding MATH 222, a new linear algebra course. It is a prerequisite for MATH 307 (Applied Linear Algebra). This allows students to choose one of three sequences of MATH courses: MATH 220 and MATH 327, MATH 222 and MATH 307, or MATH 225 and MATH 319, thereby adding more flexibility to their course selections.
- Adding DATA 315 Applied Time Series and Forecasting. This course is of particular interest to students who seek a job in the financial sector. This course also appeals other ECON major students because time-series analysis is the most common research method in all fields of economics.
- Reducing the first-year science requirements in alignment with the new BSc
- Adding CORH 205 Communication in the Social Science to update the list of courses that satisfy the English requirements for the BSc.
- Adding ECON 225 Data and Statistics for Economics. This course was added to the 2022W Calendar and is one of the prerequisites for ECON 327, which is a required course for the BSc Econ Major.
- Adding ECON 347 to the list of the upper-level monetary/macroeconomics.

THE UNIVERSITY OF BRITISH COLUMBIA

Proposed Academic Calendar Entry:	Draft Academic Calendar URL: https://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,360,1102,1451 Present Academic Calendar Entry:

Proposed Academic Calendar Entry:

Economics (B.Sc.)
B.Sc. Major in Economics

The B.Sc. Major in Economics emphasizes the mathematical and quantitative nature of modern economic inquiry that is increasingly required for progress on to graduate studies in economics or to careers in quantitative economic and financial analysis in the public and private sectors. The Major combines courses in Economics, Mathematics, and Statistics along with other Arts and Social Sciences requirements and electives. For students registered in the B.Sc. program in Economics, courses in Economics (ECON) taken to complete the requirements for the major are considered Science courses. Otherwise, Economics courses count as Arts credit.

[19519] – [19521]

First Year	
ECON 101, 102	6
MATH 100, 101	6
3 credits from the following courses: BIOL 116 or 117, 122 or 125, 131, 133; CHEM 111 or 121, 113 or 123; EESC 111, 121; PHYS 111 or 112, 121 or 122	**3**
ENGL 109, or two of ENGL 112[1], 113, 114[1], 150, 151, 153, 154, 155, 156**, CORH 205**	6
DATA 101	**3**
Electives[2]	**6**
Total Credits	**30**

Second Year	
ECON 204, 205**, 225**	**9**
MATH 200, 221	6
One of MATH 220, **222,** 225	3
STAT 203, 205	6

Present Academic Calendar Entry:

Economics (B.Sc.)
B.Sc. Major in Economics

The B.Sc. Major in Economics emphasizes the mathematical and quantitative nature of modern economic inquiry that is increasingly required for progress on to graduate studies in economics or to careers in quantitative economic and financial analysis in the public and private sectors. The Major combines courses in Economics, Mathematics, and Statistics along with other Arts and Social Sciences requirements and electives. For students registered in the B.Sc. program in Economics, courses in Economics (ECON) taken to complete the requirements for the major are considered Science courses. Otherwise, Economics courses count as Arts credit.

[19519] – [19521]

First ~~and Second~~ Years	
ECON 101, 102	6
MATH 100, 101	6
~~CHEM 111 or CHEM 121; and CHEM 113 or CHEM 123~~	~~6~~
~~PHYS 111 or 112~~	~~3~~
~~PHYS 121 or 122~~	~~3~~
ENGL 109, or two of ENGL 112[1], 113, 114[1], 150, 151, 153, 154, 155, ~~or~~ 156	6
~~Two of ASTR 110, 120, 111, 121; BIOL 116, 125; COSC 111, 121, 122, 123; EESC 111, 121; GEOG 108, 109~~	~~6~~
ECON 204, 205	6
MATH 200, 221	6
One of MATH 220, 225	3
~~STAT 230~~	~~3~~
Electives[2]	6
Total Credits	~~60~~

THE UNIVERSITY OF BRITISH COLUMBIA

Left column:

Electives[2]	**6**
Total Credits	**30**
Third and Fourth Years	
ECON 327, 328	6
Four of ECON 320, 427; MATH 303, 307, 317, 319, 327, 339, 340, 409, 441; STAT 303, **324,** 401; DATA 301,311, **315,** 410	12
One of ECON 308, 386, 401	**3**
One of ECON 309, 345, 347, 356, 402, 409	**3**
ECON courses numbered 300 or higher	**12**
ECON courses at any level[2]	6
Upper-level electives / Electives[2]	**6** / **12**
Total Credits	60
Minimum credits for degree	**120**

[20512] [1]Credit will only be granted for one of ENGL 112 OR 114.

[19524] [2]**A**t least **12** of the 120 credits must be **non-science designated courses (in addition to the 6 required credits of ENGL under First Year).**

Right column:

Third and Fourth Years	
ECON 327, 328	6
Four of ECON 320, 427; MATH 303, 307, 317, 319, 327, 339, 340, 409, 441; STAT 303, 401; DATA 301,311, 410	12
ECON courses numbered 300 or higher[3]	18
ECON courses at any level[2]	6
Electives[2]	~~18~~
Total Credits	60
Minimum credits for degree	**120**

[20512] [1]Credit will only be granted for one of ENGL 112 OR 114.

[19524] [2]~~In order to meet the degree requirements for the B.Sc., at least 42 of the 120 credits must be upper-level courses (numbered 300 or higher) and at least 18 of the 120 credits must~~ be Arts course ~~credits (including the 6 required credits of first-year English and at least 12 other credits in Arts courses)~~.

[19525] [3]~~At least one course must be upper-level microeconomics (ECON 308, 386, or 401) and at least one course must be in upper-level monetary/macroeconomics (ECON 309, 345, 356, 402, or 409)~~.

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New/Change to Course/Program – Okanagan campus

Category: **1**	
Faculty/School: FASS	**Date:** 20221212
Dept./Unit: Psychology	**Contact Person:** Jan Cioe
Faculty/School Approval Date: 2023021	**Phone:** 250.807.8732
Effective Session: 2023W	**Email:** jan.cioe@ubc.ca
Type of Action: Revision to Calendar Description	

Rationale:

This proposal will require that students wanting to join the Psychology Honours Program (i.e., registering in PSYO 490) must complete both of our upper-level research methods and statistics courses [i.e., PSYO 372 Research Methods and Statistics & PSYO 373 Advanced Research Methods and Statistics] before admission, as opposed to the current academic calendar language of requiring just PSYO 372. The requirements of permission of the Department Head and a minimum grade average of 76% in all attempted Psychology courses will remain.

Currently, some students are entering the PSYO 490 Undergraduate Honours Thesis course in January after completing PSYO 372. This has created complications since the PSYO 490 attached seminar starts in Term 1; students entering PSYO 490 in January must make up the missed material since 20% of the grade for PSYO 490 comes from the work of the seminar component. These students also need to take PSYO 490 across both Term 2 and the Summer Term given that that this is a 6-credit course.

By requiring both PSYO 372 and 373 prior to entering PSYO 490 this complication is avoided and, more importantly, our students will be better prepared to design and execute their Honours Thesis independent research project.

For context, FASS is concurrently updating the prerequisites for PSYO 490 to include PSYO 373.

THE UNIVERSITY OF BRITISH COLUMBIA

Proposed Academic Calendar Entry:

[19361] B.Sc. Psychology Honours Program

[19363] Admission Requirements
[19364]

- Fourth-year standing;
- Minimum weighted average of 76% from all courses taken in Psychology;
- Minimum weighted average of 76% over the last 60 credits;
- Preliminary thesis topic approved by a thesis supervisor. Note: the department head must approve the thesis supervisor; and

- Completion of PSYO 372 **& PSYO 373.**

[19365] Graduation Requirements
[19366]

- All general program requirements for the Bachelor of Science;
- All requirements for the Psychology Major, including the breadth requirement;
- Completion of PSYO 372 (Research Methods and Statistics), PSYO 373 (Advanced Research Methods and Statistics), and 6 credits of PSYO 490 (Undergraduate Honours Thesis **and associated seminar**), with a minimum of 76% in each of these courses;
- A minimum of 54 credits of Psychology, of which 42 must be upper-level Psychology;
- Minimum weighted average of 76% from all courses in Psychology;
- Minimum weighted average of 76% over the last 60 credits; and
- Public presentation of the thesis.

Draft Academic Calendar URL:
https://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,360,1102,1460

Present Academic Calendar Entry:

[19361] B.Sc. Psychology Honours Program

[19363] Admission Requirements
[19364]

- Fourth-year standing;
- Minimum weighted average of 76% from all courses taken in Psychology;
- Minimum weighted average of 76% over the last 60 credits;
- Preliminary thesis topic approved by a thesis supervisor. Note: the department head must approve the thesis supervisor; and
- Completion of PSYO 372.

[19365] Graduation Requirements
[19366]

- All general program requirements for the Bachelor of Science;
- All requirements for the Psychology Major, including the breadth requirement;
- Completion of PSYO 372 (Research Methods and Statistics), PSYO 373 (Advanced Research Methods and Statistics), and 6 credits of PSYO 490 (Undergraduate Honours Thesis), with a minimum of 76% in each of these courses;
- A minimum of 54 credits of Psychology, of which 42 must be upper-level Psychology;
- Minimum weighted average of 76% from all courses in Psychology;
- Minimum weighted average of 76% over the last 60 credits; and
- Public presentation of the thesis.

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New/Change to Course/Program – Okanagan campus

Category: 1	
Faculty/School: Faculty of Science **Dept./Unit:** All **Faculty/School Approval Date:** 20230321 **Effective Session:** 2023W	**Date:** 20221006 **Contact Person:** Trudy Kavanagh **Phone:** **Email:** trudy.kavanagh@ubc.ca

Type of Action: Revision to the Requirements of an Annotation of a Second or Subsequent Major or Honours Designation on a Baccalaureate Degree Previously Conferred.

Rationale: Currently the Faculty of Science allows students who have graduated with a BSc degree to return to complete a second or subsequent major, or honours, without going through the standard readmission process. We would like to limit this opportunity to students who have left UBCO, gained work/life experience, and then subsequently identified a need to upgrade their degree. Student requests will be considered after a minimum of six months since degree conferral.

With this proposal, students would no longer be able to graduate in June and return in September. In the past 10 years, 57% of students who applied for the 2nd major or honours fit into this category. The proposed change would encourage students to complete their desired program before graduating.

The number of students who successfully complete a second major or honours through this pathway is minimal: between 2017 and 2021, 23 students pursued this pathway – 8 completed, 10 did not complete, and 5 are in progress. If we remove the 13 who returned to studies immediately after graduating we are left with 10 students – 1 did not start, 1 completed, 3 did not complete, and in February 2022, 5 were in progress.

Additionally, we are providing further details and clarification regarding the options and the process for returning to UBCO.

	Draft Academic Calendar URL: Introduction - Faculty of Science - Faculties, Schools, and Colleges - Okanagan Academic Calendar 2021/22 - UBC Student Services
Proposed Academic Calendar Entry: [19495] Requirements of an Annotation of a Second or Subsequent Major or Honours Designation on a Baccalaureate Degree Previously Conferred **Students who have previously been granted a B.Sc. at UBC's Okanagan campus may return via two pathways:**	**Present Academic Calendar Entry:** [19495] Requirements of an Annotation of a Second or Subsequent Major or Honours Designation on a Baccalaureate Degree Previously Conferred [19496] Students who have previously been granted a UBC Okanagan campus B.A. or B.Sc. may

THE UNIVERSITY OF BRITISH COLUMBIA

1. **Students Returning for a Second Degree: Students may apply for** readmission **by following applicable application timelines. With this pathway, students are required to pursue a different bachelor's degree and must meet all the requirements. Students will receive a second degree and parchment upon completion. Students pursuing this path should consult with an academic advisor prior to application.**

2. **Students Returning to Complete a Second Major or Honours in an Existing Degree: Students may apply to complete the requirements for an additional major or honours designation relevant to and within the same B.Sc. degree. This path is intended for students who have gained some real world/work experience, or have recognized a need to upgrade their degree (e.g. honours); students may apply for this path no earlier than six months after their degree conferral date. Students apply to the Faculty of Science Dean's Office.**

   a. **Students seeking to complete an honours degree must meet all prerequisites and have a Department-approved honours thesis application before the re-entry application will be reviewed.**

   b. **Once a student has been approved for re-entry, they will register for the next academic period.**

   c. **Upon completion of their subsequent program, students will surrender their existing parchment. Senate will then confer the new degree, a new parchment**

~~subsequently return and complete the requirements for a first or an additional major or honours designation relevant to and within the same baccalaureate degree. The student will then be issued an updated parchment of the baccalaureate degree if the major or honours program requirements have been fully met. The updated degree parchment will include an annotation specific to the majors or honours designation. The student will be required to surrender the degree parchment previously conferred upon the issuance of the updated parchment for the baccalaureate degree. The official transcript of the student will be updated to indicate that the requirements of a subsequent major or honours have been met. [19497] Returning students must receive the approval of the relevant department head before the student may enter either the second major or the honours program. The department head will ensure that the student's prior work is sufficiently current to progress within the proposed program of study.~~

Commented [LM1]: Link to here: Readmission - Admissions - Okanagan Academic Calendar 2022/23 - UBC Student Services

THE UNIVERSITY OF BRITISH COLUMBIA

will be printed, and the official transcript updated.	

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New or Revised Course/Program – Okanagan campus

Proponents are encouraged to review the Curriculum Submission Guidelines prior to drafting their proposals. Please contact Senate & Curriculum Services at okanagan.curriculum@ubc.ca for further assistance.

Category: 1	
Faculty: Science	**Date:** 2022-10-15
Dept./Unit: CMPS	**Contact Person:** Sylvie Desjardins
Faculty Approval Date: 2023-03-21	**Phone:** 250-807-8767
Effective Session: 2023 W	**Email:** sylvie.desjardins@ubc.ca
Type of Action: Other/Multiple (Please Specify)	

Rationale: We propose to update the course requirements for the Environmental Analytics Concentration of the BSust degree to increase flexibility and align with core courses required in the other concentrations of the BSust. This would include:

1) Replace GEOG 128 with SUST 201. This aligns the concentration with others in the BSust.
2) Replace PHIL 125 with PHIL 331. PHIL 125 is not offered consistently and the content of PHIL 331 (Computer Ethics) is more aligned with the concentration. Additionally, removing PHIL 125 creates the space in year two for MATH 221.
3) Add MATH 221 which is a prerequisite for the upper-level DATA courses.
4) Replace DATA 410 with DATA 310. The department has added a new course, DATA 310, as an introduction to applied regression analysis. DATA 310 is a prerequisite to DATA 410.
5) Move DATA 311 from year 3 to year 4 and add the option of completing either DATA 311 or 410. DATA 310 is a pre-requisite for DATA 311 and this provides additional course choice/flexibility.
6) Remove GEOG 431. This provides added flexibility so students can choose their own interest area and possibly complete a minor.

UBC | THE UNIVERSITY OF BRITISH COLUMBIA

	Draft Academic Calendar URL: https://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,360,1104,1472

Proposed Academic Calendar Entry: | **Present Academic Calendar Entry:**

Environmental Analytics Concentration

Upon successful completion of this Concentration, the notation "Concentration in Environmental Analytics" will be placed on the student's transcript and degree parchment.

First Year	Credits
ENGL 112	3
INDG 102	3
SUST 100	3
SUST 104	3
COSC 111	3
DATA 101	3
ECON 101	3
ECON 102	3
MATH 100	3
MATH 101	3
Total Credits (minimum)	30

Second Year	Credits
STAT 230	3
SUST 200	3
SUST 201	**3**
SUST 202	1
SUST 204	3
SUST 205	3
DATA 301	3
MATH 221	**3**
Electives	9
Total Credits (minimum)	31

Third Year	Credits
SUST 300	3
SUST 301	3

Environmental Analytics Concentration

Upon successful completion of this Concentration, the notation "Concentration in Environmental Analytics" will be placed on the student's transcript and degree parchment.

First Year	Credits
ENGL 112	3
INDG 102	3
SUST 100	3
SUST 104	3
COSC 111	3
DATA 101	3
ECON 101	3
ECON 102	3
MATH 100	3
MATH 101	3
Total Credits (minimum)	30

Second Year	Credits
STAT 230	3
SUST 200	3
SUST 202	1
SUST 204	3
SUST 205	3
DATA 301	3
~~GEOG 128~~	~~3~~
~~PHIL 125~~	~~3~~
Electives	9
Total Credits (minimum)	31

Third Year	Credits
SUST 300	3
SUST 301	3

THE UNIVERSITY OF BRITISH COLUMBIA

SUST 302	1		SUST 302	1
COSC 304	3		COSC 304	3
DATA 310	**3**		~~DATA 311~~	~~3~~
DATA 315	3		DATA 315	3
ECON 371[1]	3		ECON 371	3
PHIL 331[1]	**3**		GISC 380	3
GISC 380	3		Electives	~~9~~
Electives	**6**		Total Credits (minimum)	31
Total Credits (minimum)	31			

Fourth Year	Credits		Fourth Year	Credits
SUST 400	6		SUST 400	6
SUST 402	1		SUST 402	1
BIOL 401 or another approved upper-level BIOL course	3		BIOL 401 or another approved upper-level BIOL course	3
DATA 311 or 410	**3**		DATA 407	3
DATA 407	3		~~DATA 410~~	~~3~~
PHIL 435	3		~~GEOG 431~~	~~3~~
STAT 406	3		PHIL 435	3
Electives	**9**		STAT 406	3
Total Credits (minimum)	31		Electives	~~6~~
Overall Total Credits (minimum)			Total Credits (minimum)	31
			Overall Total Credits (minimum)	

[1] ECON 371 AND PHIL 331 can be taken in either third year or fourth year.

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New or Revised Course/Program – Okanagan campus

Proponents are encouraged to review the Curriculum Submission Guidelines prior to drafting their proposals. Please contact Senate & Curriculum Services at okanagan.curriculum@ubc.ca for further assistance.

Category: 1	
Faculty: Science FOS/FASS/FCCS	**Date:** 2023-02-16
Dept./Unit: Bachelor of Sustainability	**Contact Person:** Astrida Neimanis
Faculty Approval Date: 2023-03-21	**Phone:** 250.807.XXXX
Effective Session: 2023W	**Email:** astrida.neimanis@ubc.ca
Type of Action: Other/Multiple (Please Specify) Update program requirements	
Rationale: HIST 215 is listed as a required course in the Bachelor of Sustainability Environmental Humanities Concentration, but is no longer offered. As there are students in this concentration entering their second year of the program, this course needs to be removed and replaced with existing course options. Some new courses have been added because of their strong alignment with the concentration's program learning outcomes. Most of these new courses were developed after the concentration was designed, and reflects many new faculty who have been hired by FASS and FCCS in response to UBCO's sustainability-related strategic priorities. There are category 2 proposals currently going through FASS and FCCS curriculum approvals to update prerequisites to accept SUST 104 as an alternative prerequisite. This will ensure students do not have any prerequisite challenges in Third and Fourth Year.	

THE UNIVERSITY OF BRITISH COLUMBIA

Proposed Academic Calendar Entry:

Environmental Humanities Concentration

[20269] Upon successful completion of this Concentration, the notation "Concentration in Environmental Humanities" will be placed on the student's transcript and degree parchment.

[19469]

First Year	Credits
ENGL 112	3
INDG 102	3
SUST 100	3
SUST 104	3
ENGL 156	3
GEOG 108	3
HIST 106	3
INDG 100	3
Electives	6
Total Credits (minimum)	30

[19470]

Second Year	Credits
SUST 201	3
SUST 200	3
SUST 202	1
One of SUST 204[2]**, CORH 203**	3
SUST 205	3
One of ANTH 245, **GEOG 233, HIST 218, SOCI 228**	3
One of ENG**L** 234[2]**, CULT 272**[2]**, GEOG 257, GWST 272**[2]**,**	3
One of INDG 201, INDG 202	3
Electives[1]	9
Total Credits (minimum)	31

Present Academic Calendar Entry:

Environmental Humanities Concentration

[20269] Upon successful completion of this Concentration, the notation "Concentration in Environmental Humanities" will be placed on the student's transcript and degree parchment.

[19469]

First Year	Credits
ENGL 112	3
INDG 102	3
SUST 100	3
SUST 104	3
ENGL 156	3
GEOG 108	3
HIST 106	3
INDG 100	3
Electives	6
Total Credits (minimum)	30

[19470]

Second Year	Credits
SUST 201	3
SUST 200	3
SUST 202	1
SUST 204	3
SUST 205	3
One of ANTH 245, ENG 234, ~~ENGL 297, INDG 201, INDG 203~~	3
~~HIST 215~~	3
INDG 202	3
Electives	9
Total Credits (minimum)	31

UBC's Okanagan campus – Curriculum Proposal Form

Version: Sept, 2022

THE UNIVERSITY OF BRITISH COLUMBIA

[19471]

Third Year	Credits
SUST 300	3
SUST 301	3
SUST 302	1
One of CULT 317, ENGL 387, ENGL 388, ENGL 397	3
One of GEOG 304, GEOG 318, GEOG 365	3
One of HIST 300, HIST 301, HIST 309, HIST 395	3
INDG 307	3
Electives	12
Total Credits (minimum)	31

[19472]

Fourth Year	Credits
SUST 400	6
SUST 402	1
One of ANTH 445, GEOG 423, INDG 420	3
One of ENGL 457, ENGL 458, GWST 400	3
PHIL 435	3
Electives	15
Total Credits (minimum)	31

[19473]

Overall Total Credits (minimum)	123

[1] When deciding on electives for first and second year, it is recommended that students speak to their program advisor about which 300/400-level courses they may want to take.

In addition to any of the course options listed in this concentration's requirements, other suggested electives are: GEOG 109, HIST 112, HIST 118, GEOG 217, HIST 222, INDG 205, CULT 317, ECON 371, ECON 372, GEOG 304, GEOG 314, GEOG 367, CRWR 473, GWST 440, INDG 450, POLI 432.

[2] Check course equivalencies.

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New/Change to Course/Program – Okanagan campus

Category: 1	
Faculty/School: Faculty of Science	**Date:** 2022-11-14
Dept./Unit: CMPS	**Contact Person:** Sylvie Desjardins
Faculty/School Approval Date: 20230321	**Phone:** 250.807.8767
Effective Session: 2023W	**Email:** sylvie.desjardins@ubc.ca

Type of Action: Revision to Data Science Program

Rationale: We are changing the requirements for the first two years of the program so that they are equivalent to those in the major in Mathematics program. There are two reasons to do this.

First, data science careers require students to have a strong foundation in mathematics whether they wish to work in the industry or pursue a post-graduate program. The stronger mathematical background allows us to cover material and techniques in upper-level courses that would otherwise not be accessible to the students. Second, this also provides our students with the flexibility to switch between any of the quantitative science majors (Data Science, Mathematics, and Physics) as they advance in their degree. In the early stages of their training, students often lack sufficient knowledge to determine a priori which of these majors is best suited for them. With this in mind, we have redesigned the three majors so that a student entering any of these can easily transition between majors in their third year. This proposal includes:

- Updating the list of courses that satisfy the English requirements for the BSc.
- We are changing the lab science requirements so that students can choose 6 credits among the recognized lab science courses rather than complete two physics and one chemistry lab.
- Adding MATH 220, 222, and 225.
- Replacing STAT 230 with the combination of STAT 203 (Introduction to Probability) and STAT 205 (Introduction to Statistics); this will provide a stronger foundation for our students. And eliminating COSC 221 (Introduction to Discrete Structure) from the list of required courses; some of the material contained in COSC 221 is now included in STAT 203.
- Adding MATH 327 (Analysis I), and 310 (Applied Regression Analysis).
- Eliminating DATA 301 from the core courses. This is a service course for students from outside the quantitative sciences.
- Eliminating COSC 407 from the list of electives; this course is not relevant to the degree.

	Draft Academic Calendar URL: Data Science - Bachelor of Science Programs - Faculty of Science - Faculties, Schools, and Colleges - Okanagan Academic Calendar 2022/23 - UBC Student Services **Present Academic Calendar Entry:**
Data Science **Major in Data Science**	**Data Science** **Major in Data Science**

THE UNIVERSITY OF BRITISH COLUMBIA

Note: The UBC Okanagan campus also offers a B.Sc. Minor in Data Science.

This program provides students with a thorough training in Data Science, which focuses on making decisions supported by data. It is grounded in Statistics (to formulate relevant questions and determine the answer based on data) and Computer Science (to manipulate and visualize data efficiently).

Data Science graduates have an impact on society by supporting evidence-based decisions grounded in our ever-growing collection of data. They are in very high demand and are called Statisticians, Quantitative Analysts, Decision Support Engineering Analysts, or Data Scientists.

First Year	
MATH 100, 101	6
Two of BIOL 116 or 117, 122 or 125, 131, 133; CHEM 111 or 121, 113 or 123; EESC 111, 121; PHYS 111 or 112, 121 or 122	6
COSC 111, 121	6
DATA 101	3
ENGL 109, or two of **112**[1], 113, **114**[1], 150, 151, 153, 154, 155,156, **or CORH 203**	6
Electives	3
Total Credits	30

Second Year	
MATH 200, **220,** 221[2], **222, 225**	**15**
STAT 203, 205	**6**
COSC 222	**3**
Electives[3]	6
Total Credits	30

Third and Fourth Years	
DATA 310, 311**, 315**	**9**
STAT 303	3
COSC 304	3
PHIL 331	3
24 credits from the following:	
• upper-level DATA electives;	

Note: The UBC Okanagan campus also offers a B.Sc. Minor in Data Science.

This program provides students with a thorough training in Data Science, which focuses on making decisions supported by data. It is grounded in Statistics (to formulate relevant questions and determine the answer based on data) and Computer Science (to manipulate and visualize data efficiently).

Data Science graduates have an impact on society by supporting evidence-based decisions grounded in our ever-growing collection of data. They are in very high demand and are called Statisticians, Quantitative Analysts, Decision Support Engineering Analysts, or Data Scientists.

First Year	
DATA 101	3
~~CHEM 111 or 121;~~	3
MATH 100, 101	6
ENGL 109, or two of ENGL 112, 113, 114, 150, 151, 153, 154, 155, or 156	6
~~PHYS 111 or 112~~	3
~~PHYS 121 or 122~~	3
COSC 111, 121	6
Total Credits	30

Second Year	
MATH 200, 221[1]	6
~~STAT 230~~	3
COSC ~~221,~~ 222	6
Electives[2]	15
Total Credits	30

Third and Fourth Years	
~~DATA 301~~	3
DATA 311	3
COSC 304	3
STAT 303	3
PHIL 331	3
24 credits from the following:	
• upper-level DATA electives;	

THE UNIVERSITY OF BRITISH COLUMBIA

- a maximum of 6 credits from: STAT 400, 401, 403, 406;

- a maximum of 6 credits from: COSC 322, 329, 344, 421; PHYS 420

- **a maximum of 6 credits from:** MATH 303, 307, **327,** 409.

Electives[3]	18
Total Credits	60
Minimum credits for degree	120

[1]**Credit will only be granted for one of ENGL 112 or 114.**

[2]Math 221 may be taken in the second term of the first year.

[3]Students must complete at least 12 credits of non-science designated courses. Students are strongly encouraged to take 3 credits of an Indigenous content course to partially fulfill this requirement. Students entering the B.Sc. in 2024 and later will have to successfully complete an Indigenous content course.

Minor in Data Science

The Minor in Data Science provides advanced numeracy skills to majors in disciplines where new discoveries rely increasingly on the creation, management, and understanding of large data sets such as biology, chemistry, economics, and psychology. Due to the similarity of the content areas, students majoring in Statistics are not permitted to pursue a Minor in Data Science.

Students may earn a minor in data science by completing 30 credits[1,2] as follows:

3 credits of DATA 101

3 credits of STAT 230

Up to 6 credits from: MATH 100, 101, 200, 221; COSC 111, 121, 221, 222; ECON 102; APSC 177; BIOL 202; PSYO 373; APSC 254

3 credits of DATA 301

3 credits of DATA 311

12 upper-level credits from the following[1]:

- upper-level DATA courses;

- a maximum of 3 credits from: COSC 304, 322, 329, 344, 421;

- a maximum of 6 credits from: STAT 303, 401.

- a maximum of 6 credits from: STAT 400, 401, 403, 406;

- a maximum of 6 credits from: ~~COSC 303~~, 322, 329, 344, ~~407~~, 421; MATH 303, 307, 409; PHYS 420.

~~Upper-level electives~~	~~3~~
Electives[2]	18
Total Credits	60
Minimum credits for degree	120

[1]Math 221 may be taken in the second term of the first year.

[2]Students must complete at least 12 credits of non-science designated courses. Students are strongly encouraged to take 3 credits of an Indigenous content course to partially fulfill this requirement. Students entering the B.Sc. in 2024 and later will have to successfully complete an Indigenous content course.

Minor in Data Science

The Minor in Data Science provides advanced numeracy skills to majors in disciplines where new discoveries rely increasingly on the creation, management, and understanding of large data sets such as biology, chemistry, economics, and psychology. ~~The minor is open to all majors in the B.Sc. program except Statistics.~~ Due to the similarity of the content areas, students majoring in Statistics are not permitted to pursue a Minor in Data Science.

Students may earn a minor in data science by completing 30 credits as follows:

3 credits of DATA 101

3 credits of STAT 230

Up to 6 credits from: MATH 100, 101, 200, 221; COSC 111, 121, 221, 222; ECON 102; APSC 177; BIOL 202; PSYO 373; APSC 254

3 credits of DATA 301

3 credits of DATA 311

12 upper-level credits from the following[1]:

- upper-level DATA courses;

THE UNIVERSITY OF BRITISH COLUMBIA

[1] Students in a major/minor are permitted to double count a limited number of credits between the two fields of study (see Double Counting of Credits in Honours, Majors, and Minors).

[2] The 18 upper-level credits must be in a discipline different from the student's major.

Any query related to the data science minor should be addressed to the data science minor program coordinator at datascience.advisor@ubc.ca

- a maximum of 3 credits from[2]: COSC 304, 322, 329, 344, 421;
- a maximum of 6 credits from: STAT 303, 401.

[1] Students in a major/minor are permitted to double count a limited number of credits between the two fields of study (see Double Counting of Credits in Honours, Majors, and Minors).

[2] ~~Students majoring in Computer Science cannot count COSC courses towards the DATA minor.~~

Any query related to the data science minor should be addressed to the data science minor program coordinator at datascience.advisor@ubc.ca

UBC THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New or Revised Course/Program – Okanagan campus

Proponents are encouraged to review the Curriculum Submission Guidelines prior to drafting their proposals. Please contact Senate & Curriculum Services at okanagan.curriculum@ubc.ca for further assistance.

Category:1	
Faculty: Science	**Date:** 2023-02-07
Dept./Unit: EEGS	**Contact Person:** Craig Nichol
Faculty Approval Date: 2023-03-21	**Phone:** 250-807-8087
Effective Session: 2023W	**Email:** craig.nichol@ubc.ca

Type of Action: New Course, Update degree requirements, update calendar entry Other/Multiple (Please Specify)

Rationale: The EESC program has undergone a program review and a curriculum renewal project is underway. A new course is proposed at the 100 level for Sept 2023 as the first step of introducing the new curriculum. Further changes to the program at the 200 level and above are anticipated to follow.

The Earth and Environmental Sciences degree currently has 3 options for 100 level courses:
- EESC 111 Earth Science with labs,
- EESC 121 Earth History with labs,
- EESC 101 Environmental Science with no labs.

Up until now, the wider variety of course materials have been successful in increasing recruitment to the program by allowing students to pursue their interests. However, the option to have 3 courses has led to difficulties at the 2nd year level in having a common set of knowledge and competencies for majors. In addition, UBC Vancouver, the University of Victoria, and SFU have all moved away from having historical geology (EESC 121 Earth History) as a required course in first year. This course is now commonly offered at the 200 or 300 level for majors only where content can be covered in a more advanced way.

EESC 112 is being introduced to form the second course in a required set of courses for the EESC program. "Two of EESC 101, 111, 121" will be replaced with "EESC 111 and EESC 112". This is similar to the two course 100 level offerings by Math, Physics, Chemistry, Biology The primary focus of the course is to serve those intending to pursue the EESC or FWSC majors.

EESC 101 will continue in its current form. It will no longer be a required course for the majors. It is anticipated that it will primarily become a course for non-majors. It is anticipated that EESC 121 will be removed from the list of 100 level courses and a new course for majors will be proposed in 2023/2024, for first offering in 2024/2025.

EESC 112 builds upon the introduction to the Earth side of Earth and Environmental Sciences provided in EESC 111. It will engage students with content from environmental geoscience and

environmental science. This course is intended to give students scientific foundations in the branches of science that are the most important towards using science as one of the mechanisms to explore our environment, and particularly, how to improve its current state and projected future.

The laboratory portion of the course will build upon competencies developed in EESC 111 in a dry lab environment. It will also draw upon basic wet laboratory competencies developed in Chem 111. The focus is on developing the technical knowledge and competencies needed to succeed in the EESC program.

The course is also intended to formally expose students to group work skills. The lecture portion of the course will engage students with some specific lecture and classroom material to begin to develop communication, teamwork and time management competencies. The laboratory portion will engage the students in group work in a structured environment.

Updates to Degree Description:

There has been confusion among students regarding the nature of the professions within geoscience and agrology. The term registration implies the requirements are optional, whereas practice in the relevant areas of geoscience or agrology legally requires a license to practice. There is a national professional association for environmental workers which does register members and this permits them to use the title Environmental Professional.

UBC THE UNIVERSITY OF BRITISH COLUMBIA

Draft Academic Calendar URL:
https://www.calendar.ubc.ca/okanagan/proof/edit/courses.cfm?go=name&code=EESC

Present Academic Calendar Entry:

None

Proposed Academic Calendar Entry:

EESC 112 Environmental Earth Science Earth systems and environment: atmosphere, climate, water cycle, oceans, surface water, groundwater, earth surface processes, soils, and biogeochemical cycling. Applications of environmental science to solving modern environmental problems. [3-3-0] Prerequisite: EESC 111 and one of CHEM 111, CHEM 121.

Draft Academic Calendar URL:

https://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,360,1102,1449

Proposed Academic Calendar Entry:

Earth and Environmental Sciences

[19129] Major in Earth and Environmental Sciences

[19130] The Earth and Environmental Sciences B.Sc. program provides an education reflecting the multi-disciplinary nature of the field. Students will acquire a fundamental understanding of past and present relationships among air, water, rocks and minerals, and biota. Flexible program requirements allow students to acquire a degree that meets their personal objectives. Students can highlight the environment or the solid earth and enhance their program with related elective courses from Biochemistry, Biology, Chemistry, Geography, Mathematics, and Statistics. Programs can also be designed to meet curriculum guidelines required **for professional licensure**[1]. For example, students are

Present Academic Calendar Entry:

Earth and Environmental Sciences

[19129] Major in Earth and Environmental Sciences

[19130] The Earth and Environmental Sciences B.Sc. program provides an education reflecting the multi-disciplinary nature of the field. Students will acquire a fundamental understanding of past and present relationships among air, water, rocks and minerals, and biota. Flexible program requirements allow students to acquire a degree that meets their personal objectives. Students can highlight the environment or the solid earth and enhance their program with related elective courses from Biochemistry, Biology, Chemistry, Geography, Mathematics, and Statistics. Programs can also be designed to meet curriculum guidelines required **by**

THE UNIVERSITY OF BRITISH COLUMBIA

referred to the Geoscientists Canada and the Engineers and Geoscientists British Columbia websites for syllabus requirements for **licensure** as a Professional Geoscientist. **Licensure or registration** with other national and provincial bodies may be possible with careful course selection.

[19131] [1]**Licensure as a professional** in geoscience and other related fields is managed by organizations external to UBC. Efforts are made to ensure that the relevant UBC courses meet provincial and national requirements, but students are reminded that the final decision on course acceptance rests with these external organizations.

[19132]

First and Second Years[1]	Cre dits
EESC 111, 112	6
Two of BIOL 116, 125, COSC 101, 111, 114, 121, DATA 101	6
CHEM 111 or CHEM 121	3
CHEM 113 or CHEM 123	3
MATH 100	3
MATH 101 or 103	3
PHYS 111 or 112	3
PHYS 121 or 122	3
Communication Requirement[2]	6
One of BIOL 202; GEOG 271, STAT 121, 230	3
EESC 200-level courses	9
EESC or other Science 200-level courses[3]	6
Non-Science electives	6
Total Credits	60

[19133]

Third and Fourth Years[1]
EESC 300- and 400-level courses[4]
EESC or GISC 300- or 400-level courses
EESC, GISC or other Science 300- and 400-level cou

~~professional organizations~~[1]. For example, students are referred to the Geoscientists Canada and the Engineers and Geoscientists British Columbia websites for syllabus requirements for ~~registration~~ as a Professional Geoscientist. ~~Registration~~ with other national and provincial bodies may be possible with careful course selection.

[19131] [1]~~Professional registration~~ in geoscience and other related fields is managed by organizations external to UBC. Efforts are made to ensure that the relevant UBC courses meet provincial and national ~~registration~~ requirements, but students are reminded that the final decision on course acceptance ~~and registration~~ rests with these external organizations.

[19132]

First and Second Years[1]	Cre dits
~~Two of EESC 101, 111, 121~~	6
Two of BIOL 116, 125, COSC 101, 111, 114, 121, DATA 101	6
CHEM 111 or CHEM 121	3
CHEM 113 or CHEM 123	3
MATH 100	3
MATH 101 or 103	3
PHYS 111 or 112	3
PHYS 121 or 122	3
Communication Requirement[2]	6
One of BIOL 202; GEOG 271, STAT 121, 230	3
EESC 200-level courses	9
EESC or other Science 200-level courses[3]	6
Non-Science electives	6
Total Credits	60

[19133]

Third and Fourth Years[1]
EESC 300- and 400-level courses[4]
EESC or GISC 300- or 400-level courses

THE UNIVERSITY OF BRITISH COLUMBIA

Non-Science electives[6],[7]	
Electives[7]	
Minimum total credits for degree	

[19134] [1]Students are advised to consult a departmental program advisor or the program website for guidance on which courses to take in first and second year. The choice of courses, and the order to take them in, may vary depending on student interests. Careful selection of courses at all levels may be required to meet the requirements of **licensure as a professional**. Consultation with a departmental program advisor is recommended at the end of 1st-year or in the first weeks of 2nd year if a student is aiming to meet requirements of professional **licensure**.

[20056] [2]Communication Requirement: This may be fulfilled by 6 credits from: APSC 176, 201, CORH 203, ENGL 109,112, 113, 114, 150, 151, 153, 154, 155, 156, BIOL 313, EESC 398. In exceptional circumstances, such as transfer students, other courses may be permitted by the program advisor. Students who have not completed the Communication Requirement by the time they enter fourth year will not be permitted to enrol in any courses other than courses that satisfy the requirement.

[19135] [3]Students may choose 200-level courses from Earth and Environmental Sciences courses, Geography courses accepted as science courses, or from across the sciences. Students should consult with a program advisor to select courses to match their intended program of study and professional **licensure** intentions.

[19136] [4]A few upper-level Earth and Environmental Sciences courses are offered in alternate years. Planning with a department advisor is recommended.

[19137] [5]Students may choose from Earth and Environmental Sciences courses, Geospatial

EESC, GISC or other Science 300- and 400-level courses[5]	
Non-Science electives[6],[7]	18
Electives[7]	120
Minimum total credits for degree	

[19134] [1]Students are advised to consult a departmental program advisor or the program website for guidance on which courses to take in first and second year. The choice of courses, and the order to take them in, may vary depending on student interests. Careful selection of courses at all levels may be required to meet the requirements of ~~registration in some professional organizations~~. Consultation with a departmental program advisor is recommended at the end of 1st-year or in the first weeks of 2nd year if a student is aiming to meet requirements of professional ~~registration.~~

[20056] [2]Communication Requirement: This may be fulfilled by 6 credits from: APSC 176, 201, CORH 203, ENGL 109,112, 113, 114, 150, 151, 153, 154, 155, 156, BIOL 313, EESC 398. In exceptional circumstances, such as transfer students, other courses may be permitted by the program advisor. Students who have not completed the Communication Requirement by the time they enter fourth year will not be permitted to enrol in any courses other than courses that satisfy the requirement.

[19135] [3]Students may choose 200-level courses from Earth and Environmental Sciences courses, Geography courses accepted as science courses, or from across the sciences. Students should consult with a program advisor to select courses to match their intended program of study and professional ~~registration~~ intentions.

THE UNIVERSITY OF BRITISH COLUMBIA

Information Science courses, Geography courses accepted as science courses, or from across the sciences. Students should consult with a program advisor to select courses to match their intended program of study and professional **licensure** intentions.

[19138] [6]Those Geography courses regarded as Science courses cannot be used for Non-Science credit. See the Bachelor of Science Degree Requirements for a list.

[19139] [7]At least 6 credits of these electives must be at upper-level.

[19136] [4]A few upper-level Earth and Environmental Sciences courses are offered in alternate years. Planning with a department advisor is recommended.

[19137] [5]Students may choose from Earth and Environmental Sciences courses, Geospatial Information Science courses, Geography courses accepted as science courses, or from across the sciences. Students should consult with a program advisor to select courses to match their intended program of study and professional ~~registration~~ intentions.

[19138] [6]Those Geography courses regarded as Science courses cannot be used for Non-Science credit. See the Bachelor of Science Degree Requirements for a list.

[19139] [7]At least 6 credits of these electives must be at upper-level.

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New or Revised Course/Program – Okanagan campus

Proponents are encouraged to review the Curriculum Submission Guidelines prior to drafting their proposals. Please contact Senate & Curriculum Services at okanagan.curriculum@ubc.ca for further assistance.

Category: 1	
Faculty: Science	**Date:** 2023-02-07
Dept./Unit: EESC	**Contact Person:** Craig Nichol
Faculty Approval Date: 2023-03-21	**Phone:** 250-807-8087
Effective Session: 2023W	**Email:** craig.nichol@ubc.ca
Type of Action: Revision to Calendar Description	
Rationale: Addition of CHEM 210 to FWSC major requirements - The Chemistry department stopped offering the course ~10 years ago because it was not needed at the department level. It has been determined that this course is needed again and it will be offered in 2023W Term 2. This option was part of the FWSC major in the past, and is now being restored. Addition of FWSC 375 - The Biology and EEGS departments have proposed to cross list the BIOL 375 course as FWSC 375.	

THE UNIVERSITY OF BRITISH COLUMBIA

Proposed Academic Calendar Entry:

[19204] Major in Freshwater Science

[19205] The Freshwater Science program integrates and synthesizes aquatic aspects of biology, chemistry, geography, and earth and environmental sciences. Students will study water quality and quantity, aquatic organisms, and the health of aquatic ecosystems

[19206] This program prepares students for careers related to inland aquatic ecosystems. Graduates of this program will acquire the skills and knowledge necessary to deal with future national and international freshwater environmental problems - both in water quality and quantity. In addition to employment in freshwater and environmental sectors, graduates will be prepared for graduate study and research in freshwater science.

[19207]

First Year	Credi
BIOL 116, 125	6
CHEM 111 or CHEM 121	3
CHEM 113 or CHEM 123	3
EESC 101, 111	6
MATH 100	3
MATH 101 or 103	3
PHYS 111 or 112	3
PHYS 121 or 122	3
Total Credits	30

[19208]

Second Year	
BIOL 201	3
One of BIOL 202, GEOG 271, STAT 121, 230	3
One of CHEM 201**, 210**	3

Draft Academic Calendar URL:

https://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,360,1102,1453

[19204] Major in Freshwater Science

[19205] The Freshwater Science program integrates and synthesizes aquatic aspects of biology, chemistry, geography, and earth and environmental sciences. Students will study water quality and quantity, aquatic organisms, and the health of aquatic ecosystems

[19206] This program prepares students for careers related to inland aquatic ecosystems. Graduates of this program will acquire the skills and knowledge necessary to deal with future national and international freshwater environmental problems - both in water quality and quantity. In addition to employment in freshwater and environmental sectors, graduates will be prepared for graduate study and research in freshwater science.

[19207]

First Year	Cred
BIOL 116, 125	6
CHEM 111 or CHEM 121	3
CHEM 113 or CHEM 123	3
EESC 101, 111	6
MATH 100	3
MATH 101 or 103	3
PHYS 111 or 112	3
PHYS 121 or 122	3
Total Credits	30

[19208]

Second Year	
BIOL 201	
One of BIOL 202, GEOG 271, STAT 121, 230	3

THE UNIVERSITY OF BRITISH COLUMBIA

CHEM 211	3
EESC 205, 222	6
Communication Requirement[1]	6
Non-science electives	6
Total Credits	30

Third and Fourth Years

BIOL 308	**3**
FWSC 375[2]	**3**
CHEM 301	3
EESC 212	3
EESC 301	3
EESC 402	3
One of EESC 305, 342, 413, 435	3
Two of EESC 309, EESC 323, EESC 423	6
One of EESC 313, EESC 314, EESC 315, GEOG 310, GEOG 314	3
Upper-level Science electives	9
Non-Science electives[3]	6
Electives[3]	15
Total Credits	60
Minimum Credits for Degree	120

[1]Communication Requirement: This may be fulfilled by 6 credits from: APSC 176, 201, CORH 203, ENGL 109,112, 113, 114, 150, 151, 153, 154, 155, 156, BIOL 313, EESC 398. In exceptional circumstances, such as transfer students, other courses may be permitted by the program advisor. Students who have not completed the Communication Requirement by the time they enter fourth year will not be permitted to enrol in any courses other than courses that satisfy the requirement.

[2]In lieu of **FWC 375**, two of BIOL 204, 205, 209, 210 will be accepted.

[3]At least 6 credits of these electives must be at upper-level.

CHEM 201	3
CHEM 211	3
EESC 205, 222	6
Communication Requirement[1]	6
Non-science electives	6
Total Credits	30

Third and Fourth Years

BIOL 308, ~~375[2]~~	~~6~~
CHEM 301	3
EESC 212	3
EESC 301	3
EESC 402	3
One of EESC 305, 342, 413, 435	3
Two of EESC 309, EESC 323, EESC 423	6
One of EESC 313, EESC 314, EESC 315, GEOG 310, GEOG 314	3
Upper-level Science electives	9
Non-Science electives[3]	6
Electives[3]	15
Total Credits	60
Minimum Credits for Degree	120

[1]Communication Requirement: This may be fulfilled by 6 credits from: APSC 176, 201, CORH 203, ENGL 109,112, 113, 114, 150, 151, 153, 154, 155, 156, BIOL 313, EESC 398. In exceptional circumstances, such as transfer students, other courses may be permitted by the program advisor. Students who have not completed the Communication Requirement by the time they enter fourth year will not be permitted to enrol in any courses other than courses that satisfy the requirement.

[2]In lieu of BIOL 375, two of BIOL 204, 205, 209, 210 will be accepted.

[3]At least 6 credits of these electives must be at upper-level.

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New/Change to Course/Program – Okanagan campus

Category: **1**	
Faculty/School: Faculty of Science	**Date:** 2022-11-15
Dept./Unit: CMPS	**Contact Person:** Sylvie Desjardins
Faculty/School Approval Date: 20230321	**Phone:** 250.807.8767
Effective Session: 2023W	**Email:** sylvie.desjardins@ubc.ca

Type of Action: Revision to Calendar Description

Rationale: We would like to change the requirements for the first two years of the program so that they are interchangeable with Data Science and Physics. This provides our students with the flexibility to switch between any of the quantitative science majors (Data Science, Mathematics, and Physics) as they advance in their degree. In the early stages of their training, students often lack sufficient knowledge to determine a priori which of these majors is best suited for them. With this in mind, we have redesigned the three majors so that a student entering any of these can easily transition between majors in their third year. This proposal includes:

- Updating the list of courses that satisfy the English requirements for the BSc.
- Updating the wording for the non-science elective to include the upcoming requirement for indigenous content.
- Including a 2nd-year Linear Algebra (MATH 222) course to provide students with a foundation of abstract linear algebra and prepare them better for the transition to upper-level mathematics courses.
- Including STAT 203 (Introduction to Probability) and STAT 205 (Introduction to Statistics) as these new courses provide a stronger foundation for students in the quantitative sciences and ease the transition to STAT 303.
- Eliminating COSC 221 (Introduction to Discrete Structure) from the list of required courses; some of the basic material contained in COSC 221 is now covered in other courses (STAT 203).
- Adding DATA 310 as a required course; this ensures that mathematics majors are introduced to the basic concepts in data analysis.
- Moving MATH 307 (Applied Linear Algebra) from the list of required courses and adding it as an option for the applied mathematics concentration. This lowers the number of credits for required courses from 15 to 12. This will provide more flexibility at the upper-level for our students.
- Deleting the Data Science concentration; the changes made in the Data Science program have resulted in no discernable differences between the major in data science and the major in mathematics with a data science concentration.
- Introducing a new concentration in Mathematical Finance combining the expertise from faculty in data science, mathematics, and statistics.

THE UNIVERSITY OF BRITISH COLUMBIA

Proposed Academic Calendar Entry:	**Draft Academic Calendar URL:** Mathematics (B.Sc.) - Bachelor of Science Programs - Faculty of Science - Faculties, Schools, and Colleges - Okanagan Academic Calendar 2022/23 - UBC Student Services **Present Academic Calendar Entry:**

B.Sc. Major in Mathematics

Note: The UBC Okanagan campus also offers a B.A. Major in Mathematics, and a B.Sc. Combined Major in Physics and Mathematics.

Graduates of this program are prepared for direct entry into careers in actuarial science, government, or finance. Many graduates go on to graduate studies, professional secondary teaching programs, or other professional programs.

[19251]

First Year	Credits
MATH 100, 101	6
6 credits from the following courses: BIOL 116 or 117, 122 or 125, 131, 133; CHEM 111 or 121, 113 or 123; EESC 111, 121; PHYS 111 or 112, 121 or 122	6
COSC 111[1], 121[2]	6
DATA 101	3
ENGL 109, or two of **112**[3], 113, **114**[3], 150, 151, 153, 154, 155, 156**, or CORH 203**	6
Electives[4]	3
Total Credits	30

[19252]

Second Year	
MATH 200, 220, 221[5]**, 222**, 225	**15**
STAT **203, 205**	**6**
Electives[4]	**9**
Total Credits	30

[19253]

Third and Fourth Years	

B.Sc. Major in Mathematics

Note: The UBC Okanagan campus also offers a B.A. Major in Mathematics, and a B.Sc. Combined Major in Physics and Mathematics.

Graduates of this program are prepared for direct entry into careers in actuarial science, government, or finance. Many graduates go on to graduate studies, professional secondary teaching programs, or other professional programs.

[19251]

First Year	Credits
MATH 100, 101	6
6 credits from the following courses: BIOL 116 or 117, 122 or 125, 131, 133; CHEM 111 or 121, 113 or 123; EESC 111, 121; PHYS 111 or 112, 121 or 122	6
COSC 111[1], 121[2]	6
DATA 101 ~~or STAT 121~~[3]	3
ENGL 109, or two of 112, 113, 114, 150, 151, 153, 154, 155, or 156	6
Electives	3
Total Credits	30

[19252]

Second Year	
MATH 200, 220, 221[4], 225	~~12~~
STAT ~~230~~[3]	3
~~COSC 221~~	~~3~~
~~Non-Science electives~~	~~6~~
Electives	~~6~~
Total Credits	30

[19253]

Third and Fourth Years	

THE UNIVERSITY OF BRITISH COLUMBIA

DATA 310	**3**
MATH 311, 319, 327, 350	**12**
STAT 303	3

A student in this program may choose to specialize further by completing a concentration in Applied Mathematics, Pure Mathematics, **or Mathematical Finance**, or may choose **to remain in the General Program. Students** must choose upper-level electives as specified in one of the four options below.

General Program Upper-level Mathematics and Statistics electives. No more than 6 credits may be DATA/STAT courses.	12
Applied Mathematics Concentration Electives chosen from MATH **307**, 317, 323, 339, 340, 409, 441, 442, 459, 461, 462 or other approved electives in applied mathematics.	12
Pure Mathematics Concentration Electives chosen from MATH 308, 312, 313, 328, 330, 408, 410, 429, 443, 461, or other approved electives in pure mathematics	12
Mathematical Finance Concentration STAT 324, DATA 315, and MATH 409, and one of MATH 303, 328, 461; STAT 400, 406; DATA 405 or other approved electives in data science, mathematics, or statistics	**12**
Upper-level Science electives	6
Upper-level electives	6
Electives[4]	**18**
Total Credits	60
Minimum credits for degree	120

[1]COSC 111 may be replaced by COSC 122 and 123.

[2]COSC 111 and 121 may be taken in 2nd year

[3]Credit will only be granted for one of ENGL 112 or 114.

[4]Students must complete at least 12 credits of non-science designated courses. Students are strongly encouraged to take 3 credits of an Indigenous content course to partially fulfill this requirement. Students entering the B.Sc. in 2024 and later will have to successfully complete an Indigenous content course.
[5]Students are strongly encouraged to take MATH 221 in the second term of the 1st year

MATH ~~307~~, 311, 319, 327, 350	~~15~~
STAT 303	3

A student in this program may choose to specialize further by completing a concentration in Applied Mathematics, ~~Data Science,~~ ~~or~~ Pure Mathematics, or may choose ~~not to pursue a concentration.~~ ~~The student~~ must choose upper-level electives as specified in one of the four options below.

General Program Upper-level Mathematics and Statistics electives. No more than 6 credits may be DATA/STAT courses.	12
Applied Mathematics Concentration Electives chosen from MATH ~~303~~, 317, 323, 339, 340, 409, 441, 442, 459, 461, 462 or other approved electives in applied mathematics	12
~~Data Science Concentration~~ ~~Electives chosen from: DATA 301, 311, 407, 410, 421; STAT 401, 403, 406, 449, or other approved electives in statistics, data science, or computer science~~	12
Pure Mathematics Concentration Electives chosen from MATH 308, 312, 313, 328, 330, 408, 410, 429, 443, 461, or other approved electives in pure mathematics	12
Upper-level Science electives	6
Upper-level electives	6
~~Science elective~~	~~3~~
~~Non-Science electives~~	~~6~~
Electives	~~9~~
Total Credits	60
Minimum credits for degree	120

[1]COSC 111 may be replaced by COSC 122 and 123.

[2]COSC 111 and 121 may be taken in 2nd year

[3]~~Pre-reqs for STAT 230 are DATA 101 or COSC 221. Therefore, students who take STAT 121 instead of DATA 101 in first year will need to take COSC 221 before enrolling in STAT 230.~~

[4]MATH 221 may be taken in the second term of the 1st year

UBC | THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New or Revised Course/Program – Okanagan campus

Proponents are encouraged to review the Curriculum Submission Guidelines prior to drafting their proposals. Please contact Senate & Curriculum Services at okanagan.curriculum@ubc.ca for further assistance.

Category: 1	
Faculty: Science **Dept./Unit:** CMPS **Faculty Approval Date:** 2023-03-21 **Effective Session:** 2023W	**Date:** 2022-11-01 **Contact Person:** Sylvie Desjardins **Phone:** 250.807.8767 **Email:** sylvie.desjardins@ubc.ca
Type of Action: Discontinuation of Program	
Rationale: This program dates back to OUC, and its original purpose has now been completely superseded by (for example) the Major programs in Computer Science, Statistics, and Data Science. Given the strong options for both major and minor programs in Mathematics, Statistics, Computer Science, and Data Science offered by the department, the Major in Mathematical Science is no longer relevant.	

Proposed Academic Calendar Entry:	**Draft Academic Calendar URL:** https://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,360,1102,0 **Present Academic Calendar Entry:**
Program Overview → Admission Requirements → Academic Regulations → Degree Requirements for students who entered the program in 2019/2020 or earlier → Degree Requirements for students entering the program in 2020/2021 or later → Program Requirements → Co-operative Education Program → Dual Degree Program Option: Bachelor of Science and Master of Management → Biochemistry and Molecular Biology → Biology → Chemistry →	Program Overview → Admission Requirements → Academic Regulations → Degree Requirements for students who entered the program in 2019/2020 or earlier → Degree Requirements for students entering the program in 2020/2021 or later → Program Requirements → Co-operative Education Program → Dual Degree Program Option: Bachelor of Science and Master of Management → Biochemistry and Molecular Biology → Biology → Chemistry →

THE UNIVERSITY OF BRITISH COLUMBIA

Communications and Rhetoric (Undergraduate Certificate)	➜	Communications and Rhetoric (Undergraduate Certificate)	➜
Computer Science (B.Sc.)	➜	Computer Science (B.Sc.)	➜
Data Science	➜	Data Science	➜
Earth and Environmental Sciences	➜	Earth and Environmental Sciences	➜
Ecology, Evolution, and Conservation Biology	➜	Ecology, Evolution, and Conservation Biology	➜
Economics (B.Sc.)	➜	Economics (B.Sc.)	➜
Environmental Chemistry	➜	Environmental Chemistry	➜
Freshwater Science	➜	Freshwater Science	➜
General Studies	➜	General Studies	➜
Geospatial Information Science Minor	➜	Geospatial Information Science Minor	➜
Management (Minor)	➜	Management (Minor)	➜
Mathematics (B.Sc.)	➜	~~Mathematical Sciences~~	➜
Microbiology	➜	Mathematics (B.Sc.)	➜
Physics and Astronomy	➜	Microbiology	➜
Psychology (B.Sc.)	➜	Physics and Astronomy	➜
Statistics	➜	Psychology (B.Sc.)	➜
Zoology	➜	Statistics	➜
		Zoology	➜

Proposed Academic Calendar Entry:

Draft Academic Calendar URL:

https://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,360,1102,1456

Present Academic Calendar Entry:

~~Mathematical Sciences~~

~~This program is currently under review. Admissions into the program has been suspended for 2021. Students wishing to enrol in this program must contact the Mathematical Sciences undergraduate program advisor.~~

~~Major in Mathematical Sciences~~

~~Note: The UBC Okanagan campus also offers a B.A. Major in Computer Science, a B.Sc. Major in Computer Science, a B.Sc. Major in Data~~

THE UNIVERSITY OF BRITISH COLUMBIA

	~~Science¹, a **B.A. Major in Mathematics**, a **B.Sc. Major in Mathematics**, and a **B.Sc. Combined Major in Physics and Mathematics**.~~
	~~This program provides students with a solid grounding in the mathematical sciences including mathematics, statistics, and computer science. While maintaining a strong core in mathematics, the program allows students to emphasize mathematics, statistics, computer science, or any combination of the three. Computer science and statistics are extensively integrated throughout the program.~~
	~~A graduate of this program is prepared for further study in the mathematical sciences, or to enter into a career in business, education, government, industry, and financial institutions. Each student must consult with the department head in his or her first or second year for advice in planning his or her third- and fourth-year courses. Students planning to enter this program must include the course sequence COSC 111/121 in their 30 credits of required first-year courses.~~
	~~**First Year**~~
	~~CHEM 111 or CHEM 121; and CHEM 113 or CHEM~~
	~~COSC 111, 121~~
	~~ENGL 109, or two of ENGL 112, 113, 114, 150, 151,~~
	~~MATH 100, 101~~
	~~PHYS 111 or 112~~
	~~PHYS 102, 121 or 122~~
	~~Total Credits~~
	~~**Second Year**~~
	~~COSC 221, 222~~
	~~DATA 311~~
	~~MATH 200, 220, 221, 225~~

THE UNIVERSITY OF BRITISH COLUMBIA

~~STAT 230~~

~~Arts electives¹~~

~~Total Credits~~

~~Third and Fourth Years~~

~~COSC 310, 320~~

~~MATH 307~~

~~One of MATH 311, 327~~

~~One of MATH 319, 340~~

~~STAT 303~~

~~One of STAT 401, 410~~

~~Arts electives¹~~

~~Upper-level Computer Science elective~~

~~Upper-level Mathematics elective~~

~~Upper-level Science elective~~

~~Upper-level Statistics elective~~

~~Upper-level electives selected from Mathematics, Statistics, Data Science, Computer Science~~

~~Upper-level electives~~

~~Elective~~

~~Total Credits~~

~~Minimum credits for degree~~

~~¹At least 18 credits (including the 6 credits in first-year English) must be in Arts courses.~~

Draft Academic Calendar URL:
https://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,360,1102,1437

Present Academic Calendar Entry:

[18940] B.Sc. Major Program

[18941] The Faculty of Science currently offers Major programs in Biochemistry and Molecular Biology; Biology; Chemistry; Computer Science[1]; Earth and Environmental Sciences; Ecology, Evolution, and Conservation Biology.; Economics[2]; Environmental Chemistry; Freshwater Science; ~~Mathematical Sciences;~~ Mathematics[3]; Microbiology; Physics and Astronomy; Psychology[4];

Proposed Academic Calendar Entry:

[18940] B.Sc. Major Program

[18941] The Faculty of Science currently offers Major programs in Biochemistry and Molecular Biology; Biology; Chemistry; Computer Science[1]; Earth and Environmental Sciences; Ecology, Evolution, and Conservation Biology.; Economics[2]; Environmental Chemistry; Freshwater Science; Mathematics[3]; Microbiology; Physics and Astronomy; Psychology[4]; Statistics; and, Zoology. Completion of a Major program prepares students for career-entry

THE UNIVERSITY OF BRITISH COLUMBIA

positions, graduate study, or admission to post-baccalaureate professional programs. Students entering a Major program should note the courses listed in years one, two, three, and four as indicated under each discipline.

[18942] [1]Computer Science is also offered as a B.A. program. [2]Economics is also offered as a B.A. program. [3]Mathematics is also offered as a B.A. program. [4]Psychology is also offered as a B.A. program.

Proposed Academic Calendar Entry:

[19490] Program Offerings

Program	Credential	Subject Areas
Bachelor of Science	B.Sc.	Biology; Chemistry; Computer Science; Data Science; Earth and Environmental Sciences; Ecology and Evolutionary Biology; Economics; Environmental Chemistry; Freshwater Science; Mathematics; Microbiology; Physics and Astronomy; Psychology, Statistics, Zoology.

Statistics; and, Zoology. Completion of a Major program prepares students for career-entry positions, graduate study, or admission to post-baccalaureate professional programs. Students entering a Major program should note the courses listed in years one, two, three, and four as indicated under each discipline.

[18942] [1]Computer Science is also offered as a B.A. program. [2]Economics is also offered as a B.A. program. [3]Mathematics is also offered as a B.A. program. [4]Psychology is also offered as a B.A. program.

Draft Academic Calendar URL:
Introduction - Faculty of Science - Faculties, Schools, and Colleges - Okanagan Academic Calendar 2022/23 - UBC Student Services

Present Academic Calendar Entry:

[19490] Program Offerings

Program	Credential	Subject Areas
Bachelor of Science	B.Sc.	Biology; Chemistry; Computer Science; Data Science; Earth and Environmental Sciences; Ecology and Evolutionary Biology; Economics; Environmental Chemistry; Freshwater Science; ~~Mathematical Sciences~~; Mathematics; Microbiology; Physics and Astronomy; Psychology, Statistics, Zoology.

UBC | THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New/Change to Course/Program – Okanagan campus

Category: 2	
Faculty/School: Faculty of Science **Dept./Unit:** CMPS **Faculty/School Approval Date:** 20230321 **Effective Session:** 2023W	**Date:** 2022-09-01 **Contact Person:** Jake Bobowski **Phone:** 250.807.9506 **Email:** jake.bobowski@ubc.ca

Type of Action: Revision to the Major

Rationale: Physics and Astronomy has undergone a review of its programs. We are revising the Physics Major to allow students more flexibility to customize their degree. In addition, we have increased the number of electives in the degree from 30 to 36 which will make it easier for students to pursue a Minor in another discipline.

Proposed Academic Calendar Entry:

[19283] Major in Physics

[19284] This program aims to provide a comprehensive physics education with considerable emphasis on both theoretical foundations and laboratory practice. The theoretical and mathematical components develop the intellectual skills and versatility needed either to pursue physics professionally at the post-graduate level, or to cross over into other professions such as medicine, actuarial science, meteorology, and secondary education, in which a physics background is strongly preferred. The senior laboratory components consist of long-range projects rather than prescribed exercises, to encourage initiative on the part of the student and to prepare **them** for the inventive atmosphere of modern high-tech industry. Graduates of this program have attained success in high-tech industry, computer software development, secondary education, and post-graduate studies.

Draft Academic Calendar URL:
https://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,360,1102,1459

[19283] Major in Physics

[19284] This program aims to provide a comprehensive physics education with considerable emphasis on both theoretical foundations and laboratory practice. The theoretical and mathematical components develop the intellectual skills and versatility needed either to pursue physics professionally at the post-graduate level, or to cross over into other professions such as medicine, actuarial science, meteorology, and secondary education, in which a physics background is strongly preferred. The senior laboratory components consist of long-range projects rather than prescribed exercises, to encourage initiative on the part of the student and to prepare ~~him or her~~ for the inventive atmosphere of modern high-tech industry. Graduates of this program have attained success in high-tech industry, computer software development, secondary education, and post-graduate studies.

THE UNIVERSITY OF BRITISH COLUMBIA

[19285]

First Year	Credits
CHEM 111 or CHEM 121; and CHEM 113 or CHEM 123	6
ENGL 109, or two of ENGL 112[1], 113, 114[1], 150, 151, 153, 154, 155, 156, **CORH 203**	6
MATH 100 **or 116**	3
MATH 101 or 103	**3**
PHYS 111 or 112	3
PHYS 121 or 122	3
Electives[2]	6
Total Credits	30

[19286]

Second Year	
ASTR 210, or one of PHYS 225, 305, **314,** 320	3
MATH 200, 221[3], 225, 317[4]	12
PHYS 200, 215, 216, 231, 232	15
Total Credits	30

[19287]

Third and Fourth Years	
MATH 319	3
PHYS 301, 304, 328, 331	**12**
One of PHYS 401, 402, 403	**3**
400-level Physics and Astronomy elective	**3**
Upper-level Physics and Astronomy electives[5]	**9**
Upper level science electives	**3**
Upper level electives	**6**
Non-science electives	**12**
Electives[2]	**9**
Total Credits	60
Minimum credits for degree	120

[1]Credit will only be granted for one of ENGL 112 or 114.

[19289] [2]COSC 111 and 121 are strongly recommended. Students considering a career in geosciences should take EESC 111, 121, and 350. Students considering a career in astronomy should take ASTR **110, 120, 210 and 321**.

[19285]

First Year	Credits
CHEM 111 or CHEM 121; and CHEM 113 or CHEM 123	6
ENGL 109, or two of ENGL 112, 113, 114, 150, 151, 153, 154, 155, ~~or~~ 156	6
MATH 100~~, 101~~	6
PHYS 111 or 112[1]	3
PHYS 121 or 122[1]	3
Electives[2]	6
Total Credits	30

[19286]

Second Year	
ASTR 210, or one of PHYS 225, 305, 320	3
MATH 200, 221[3], 225, 317[4]	12
PHYS 200, 215, 216, 231, 232	15
Total Credits	30

[19287]

Third and Fourth Years	
MATH 319	3
PHYS 301, 304, 331, 328~~, 403, 441~~	~~18~~
~~9 credits chosen from: PHYS 314, 324, 400, 401, 402, 407, 408, 413, 418, 420, 431, 474~~	~~9~~
~~6 credits chosen from: PHYS 305, 310, 314, 320, 321, 324, 360, 400, 401[5], 402[5], 407, 408, 413, 418, 420, 425, 431, 448[6], 474~~	~~6~~
Electives[2],[7],[8]	~~24~~
Total Credits	60
Minimum credits for degree	120

[19288] ~~[1]Minimum grade of 68% is required in each of PHYS 112 and PHYS 122.~~

[19289] [2]COSC 111 and 121 are strongly recommended. Students considering a career in geosciences should take EESC 111, 121, and 350. Students considering a career in astronomy should take ASTR ~~111 and 121. At least 18~~

THE UNIVERSITY OF BRITISH COLUMBIA

[19290] [3]MATH 221 may be taken in the second term of the first year. **[19291]** [4]MATH 317 may be taken in the third year. **[19293]** **[5]PHYS 335 cannot be used as upper-level Physics electives.** Capable students are advised to consider selecting the directed studies course PHYS 448, which grants either 2, 3, 4, or 6 upper-level credits in Physics.	~~credits (including the 6 credits in first-year English) must be Arts courses.~~ **[19290]** [3]MATH 221 may be taken in the second term of the first year. **[19291]** [4]MATH 317 may be taken in the third year. ~~**[19292]** [5]Students in the Physics Honours Program (PHYS 449) must use PHYS 401 and PHYS 402 to fulfill the Major requirements. Further information can be obtained from the Physics and Astronomy program advisor.~~ **[19293]** [6]Capable students are advised to consider selecting the directed studies course PHYS 448, which grants either 2, 3, 4, or 6 upper-level credits in Physics. ~~**[19294]** [7]PHYS 448 may not be applied toward the Major requirements for Honours students, except as elective credit.~~ ~~**[19295]** [8]At least 36 of 120 credits must be Science course credits from courses numbered 300 or higher (upper-level courses), and at least an additional 6 upper-level courses which may be from Arts or Social Sciences.~~

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New/Change to Course/Program – Okanagan campus

Category: 1	
Faculty/School: Faculty of Science **Dept./Unit:** CMPS **Faculty/School Approval Date:** 20230321 **Effective Session:** 2023W	**Date:** 2022-09-01 **Contact Person:** Jake Bobowski **Phone:** 250.807.9506 **Email:** jake.bobowski@ubc.ca
Type of Action: Revision to the Physics Honours program	
Rationale: Physics and Astronomy has undergone a review of its programs. We are revising the Physics Honours to allow students more flexibility to customize their degree. In addition, we have increased the number of electives in the degree from 24 to 30. We are also proposing to update the requirements to apply to enter the honours program.	

	Draft Academic Calendar URL: https://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,360,1102,1459
Proposed Academic Calendar Entry:	**Present Academic Calendar Entry:**
[19307] Physics Honours Program	[19307] Physics Honours Program
[19308] This program enables high-achieving Physics Major students to gain research experience through the completion of an Honours Thesis. It is particularly recommended to those students intending to pursue post-graduate studies.	**[19308]** This program enables high-achieving Physics Major students to gain research experience through the completion of an Honours Thesis. It is particularly recommended to those students intending to pursue post-graduate studies.

The course requirements for first and second year are the same as in the Major in Physics program.

Third and Fourth Years	
MATH 319	**3**
PHYS 301, 304, 328, 331, 401, 402, 403, 441	**24**
PHYS 449	**6**
Upper-level Physics and Astronomy electives[5]	**3**
Non-science electives	**12**
Electives[2]	**12**
Total Credits	**60**
Minimum credits for degree	**120**

THE UNIVERSITY OF BRITISH COLUMBIA

[1]Credit will only be granted for one of ENGL 112 or 114.

[2]COSC 111 and 121 are strongly recommended. Students considering a career in geosciences should take EESC 111, 121, and 350. Students considering a career in astronomy should take ASTR 110, 120, 210 and 321.

[3]MATH 221 may be taken in the second term of the first year.

[4]MATH 317 may be taken in the third year.

[5]PHYS 335 cannot be used as upper-level Physics electives.

[19309] Admission Requirements

[19310]

- Fourth-year standing in the Physics Major program;

- Students with a minimum grade average of 76% **in all** courses taken to date may apply to be considered for the Honours program. Admission is at the discretion of the Department Head, and may be subject to a ranking of those students applying~~; and~~

- Enrollment in PHYS 449 (Honours Thesis). The thesis proposal and research supervisor must be approved by the Academic Department.

[19311] In exceptional cases, such as transferees from another institution, a student may be admitted by permission of the Academic Department notwithstanding the above criteria.

[19312] Graduation Requirements

[19313]

- Minimum **cumulative** grade average of 76% for all second-, third-, and fourth-year **non-elective** science courses taken to fulfill the requirements of the Physics **Honours Program**; and

[19309] Admission Requirements

[19310]

- Fourth-year standing in the Physics Major program;

- Students with a minimum grade average of 76% ~~for all second-, third- and fourth-year science~~ courses taken to date ~~that are applicable to the Physics Major~~ may apply to be considered for the Honours program. Admission is at the

THE UNIVERSITY OF BRITISH COLUMBIA

• Completion of PHYS 449 with a minimum grade of 76%. A written thesis is required, with a public seminar presentation of the thesis research.	discretion of the Department Head, and may be subject to a ranking of those students applying. • Enrolment in PHYS 449 (Honours Thesis). The thesis proposal and research supervisor must be approved by the Academic Department. **[19311]** In exceptional cases, such as transferees from another institution, a student may be admitted by permission of the Academic Department notwithstanding the above criteria. *[19312] Graduation Requirements* **[19313]** • ~~Completion of the course requirements for the Physics major[1], including PHYS 401[2] and 402[2];~~ • Minimum grade average of 76% for all second-, third-, and fourth-year science courses taken to fulfill the requirements of the Physics ~~Major~~; and • Completion of PHYS 449 with a minimum grade of 76%. A written thesis is required, with a public seminar presentation of the thesis research. **[19314]** ~~[1]PHYS 448 and 449 may not be applied toward the Major requirements for Honours students, except as elective credit.~~ **[19315]** ~~[2]Students in the Physics Honours Program (PHYS 449) must use PHYS 401 and PHYS 402 to fulfill the Major requirements.~~

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New/Change to Course/Program – Okanagan campus

Category: **1**	
Faculty/School: Faculty of Science **Dept./Unit:** CMPS **Faculty/School Approval Date:** 20230321 **Effective Session:** 2023W	**Date:** 2022-11-01 **Contact Person:** Sylvie Desjardins **Phone:** 250.807.9506 **Email:** sylvie.desjardins@ubc.ca
Type of Action: Revision to the Combined Major in Physics and Mathematics	

Rationale: Mathematics, Physics and Astronomy have undergone a review of their programs. We are revising the Combined Major in Physics and Mathematics to reflect these changes. The goal is to allow students to choose from a wider variety of courses from selected disciplines, while tailoring the course requirements in Mathematics, Statistics, and Data to strengthen the Combined Major. The changes should make the major more attractive to students interested in Mathematical Physics or Theoretical Physics.

We propose to:
- Expand the list of first-year writing courses and added the relatively new MATH 103 courses as an alternative to MATH 101.
- Replace COSC 121 with DATA 101; DATA 101 is a prerequisite for STAT 203.
- Add ASTR 210 as a second-year option so that students with an interest in astrophysics can complete our sequence of core ASTR courses.
- Add STAT 203 and move MATH 220 to 3rd-year; STAT 203 is a prerequisite for STAT 303.
- Remove PHYS 314 from the list of upper-year physics electives. Given the nature of the combined degree, the number of physics courses that a student can take is small so it makes sense to restrict the list to those courses that are viewed as more fundamental to the discipline.
- Remove PHYS 431 from the list of upper-year courses as it no longer exists.
- Add ASTR 321, PHYS 400, and PHYS 425 to the list of upper-year courses that students can choose from.
- Add MATH 350 in the required list of upper-level courses and MATH 303 and STAT 403 in the option for upper-level courses. Delete MATH 307, and 311 from the required list, and 461 from the list of options.

UBC | THE UNIVERSITY OF BRITISH COLUMBIA

	Draft Academic Calendar URL: https://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,360,1102,1459
Proposed Academic Calendar Entry:	**Present Academic Calendar Entry:**

Left column (Proposed):

[19296] Combined Major in Physics and Mathematics

[19297] Provides students with a rich background in both theoretical physics and mathematics. The program consists of core training in both disciplines and electives that highlight common ground between the two fields. Graduates of the program will be well prepared for post-graduate studies in theoretical physics or applied mathematics. The combined major will also prepare students for further training and careers in education, finance, computer software development, or industrial research.

[19298]

First Year	Credits
CHEM 111 or CHEM 121; and CHEM 113 or CHEM 123	6
MATH 100	**3**
MATH 101 **or 103**	3
ENGL 109, or two of ENGL 112[1], 113, 114[1], 150, 151, 153**, 154, 155, 156, CORH 203**	6
PHYS 111 or 112	3
PHYS 121 or 122	3
COSC 111	**3**
DATA 101	**3**
Total Credits	30

[19299]

Second Year	
PHYS 200, 215, 216	**9**
Two of ASTR 210; PHYS 231, 232	**6**
MATH 200, 221, 225, 317[2] **and STAT 203**	15
Total Credits	30

[19300]

Third and Fourth Years	

Right column (Present):

[19296] Combined Major in Physics and Mathematics

[19297] Provides students with a rich background in both theoretical physics and mathematics. The program consists of core training in both disciplines and electives that highlight common ground between the two fields. Graduates of the program will be well prepared for post-graduate studies in theoretical physics or applied mathematics. The combined major will also prepare students for further training and careers in education, finance, computer software development, or industrial research.

[19298]

First Year	Credits
CHEM 111 or CHEM 121; and CHEM 113 or CHEM 123	6
MATH 100, ~~101~~	~~6~~
~~Two of~~ ENGL 112 or 114, 113, 150, 151, 153	6
PHYS 111 or 112	3
PHYS 121 or 122[1]	3
COSC 111~~, 121~~	~~6~~
Total Credits	30

[19299]

Second Year	
PHYS 200, 215, 216, ~~231, 232~~	~~15~~
MATH 200, ~~220,~~ 221, 225, 317[2]	15
Total Credits	30

[19300]

Third and Fourth Years	

UBC's Okanagan campus – Curriculum Proposal Form
Version: August, 2015

THE UNIVERSITY OF BRITISH COLUMBIA

MATH **220**, 319, 327, **350**, STAT 303	15	MATH ~~307, 311,~~ 319, 327; STAT 303	15
PHYS 301, 304, 328	9	PHYS 301, 304, 328	9
One of PHYS 401³, 402³, 418³	3	One of PHYS 401³, 402³, 418³	3
Two of MATH **303**, 408, 459; **STAT 403**	6	~~6 credits chosen from:~~ MATH ~~350,~~ 408, 459, ~~461~~	6
Three of ASTR 321; PHYS, 331, **400**, 401³, 402³, 403, 407, 408, 418³, 420, **425**, 441, 474	9	~~9 credits chosen from:~~ PHYS ~~314,~~ 331,401³, 402, 403, 407, 408, 418³, 420, ~~431,~~ 441, 474	9
Non-science electives	**12**	Electives⁴	~~18~~
Electives⁴	**6**	Total Credits	60
Total Credits	60	Minimum credits for degree	120
Minimum credits for degree	120		

¹Credit will only be granted for one of ENGL 112 or 114.

[19302] ²MATH 317 may be taken in the third year but is a requirement for PHYS 301.

[19303] ³Each of PHYS 401, 402, 418 may only fulfill one requirement.

[19304] ⁴ **Students are strongly encouraged to take 3 credits of an Indigenous content course to partially fulfill this requirement. Students entering the B.Sc. in 2024 and later will have to successfully complete an Indigenous content course.**

~~[19301] ¹Minimum grade of 68% is required in each of PHYS 112 and PHYS 122.~~

[19302] ²MATH 317 may be taken in the third year but is a requirement for PHYS 301.

[19303] ³Each of PHYS 401, 402, 418 may only fulfill one requirement.

[19304] ⁴~~At least 12 credits of electives must be from Arts~~

THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New/Change to Course/Program – Okanagan campus

Category: 1	
Faculty/School: Faculty of Science	**Date:** 2022-11-14
Dept./Unit: CMPS	**Contact Person:** Sylvie Desjardins
Faculty/School Approval Date: 20230321	**Phone:** 250.807.8767
Effective Session: 2023W	**Email:** sylvie.desjardins@ubc.ca

Type of Action: Revision to Calendar Description

Rationale: We are changing the requirements for the first two years of the program so that they are equivalent to those in the major in mathematics program. There are two reasons to do this. First, careers in statistics require students to have a strong foundation in mathematics whether they wish to work in the industry or pursue a post-graduate program. Second, this provides students with the flexibility to switch between any of the quantitative science majors (Data Science, Mathematics, and Physics) as they advanced in their degree. Students often lack sufficient knowledge to determine a priori which of these majors is best suited for them in the early stages of their training. We have redesigned the three majors so that a student entering any of these can easily transition between majors in their third year. This proposal includes:

- Updating the list of courses that satisfy the English requirements for the BSc.
- Updating the wording for the non-science elective to include the upcoming requirement for Indigenous content.
- Adding COSC 121 to the list of required courses. We are changing the lab science requirements so that students can choose 6 credits among the recognized lab science courses.
- Adding MATH 220, 222, and 225.
- Replacing STAT 230 with the combination of STAT 203 (Introduction to Probability) and STAT 205 (Introduction to Statistics); this will provide a stronger foundation for our students.
- Eliminating COSC 221 (Introduction to Discrete Structure) from the list of required courses; some of the material contained in COSC 221 is now included in STAT 203.
- Adding MATH 327 (Analysis I), DATA 310 (Applied Regression Analysis), and PHIL 331 (Computer Ethics).

Draft Academic Calendar URL:
Statistics - Bachelor of Science Programs - Faculty of Science - Faculties, Schools, and Colleges - Okanagan Academic Calendar 2022/23 - UBC Student Services

Proposed Academic Calendar Entry:

Statistics

Major in Statistics

This program provides students with a solid grounding in the theoretical, computational, and applied aspects of statistical science. Students also specialize in an area of application through upper-level electives and fulfilling stream requirements

Present Academic Calendar Entry:

Statistics

Major in Statistics

This program provides students with a solid grounding in the theoretical, computational, and applied aspects of statistical science. Students also specialize in an area of application through upper-level electives and fulfilling stream requirements

THE UNIVERSITY OF BRITISH COLUMBIA

Left column:

in another discipline. A graduate of this program is prepared for further study in statistical science, or to enter into a career in Statistics Canada, health sciences, business, government, industry, or an actuarial/financial institution. Each student must consult with the program advisor in his or her first or second year for advice in planning third- and fourth-year courses.

First Year	
MATH 100, 101	6
Two of BIOL 116 or 117, 122 or 125, 131, 133; CHEM 111 or 121, 113 or 123; EESC 111, 121; PHYS 111 or 112, 121 or 122	**6**
COSC 111, **121**	**6**
DATA 101	3
ENGL 109, or two of ENGL 112[1], 113, 114[1], 150, 151, 153, 154, 155, 156**, or CORH 203**	6
Electives[2]	**3**
Total Credits	**30**
Second Year	
MATH 200, **220,** 221[3]**, 222, 225**	**15**
STAT **203, 205**	**6**
Electives[2]	**9**
Total Credits	**30**
Third and Fourth Years	
STAT 303	**3**
Three of STAT 400, 401, 403, 406	**9**
MATH 327	**3**
Two of MATH 303, 307, 409, COSC 304, PHYS 420	6
DATA 310	**3**
Two of DATA 311, 315, 405, 407, 410	**6**
PHIL 331	**3**
6 credits upper level science electives	**6**
3 credits upper level electives	**3**
Electives	**18**
Total Credits	60
Minimum credits for degree	**120**

[1]Credit will only be granted for one of ENGL 112 or 114.

Right column:

in another discipline. A graduate of this program is prepared for further study in statistical science, or to enter into a career in Statistics Canada, health sciences, business, government, industry, or an actuarial/financial institution. Each student must consult with the program advisor in his or her first or second year for advice in planning third- and fourth-year courses.

First ~~and Second~~ Years	
~~CHEM 111 or CHEM 121; and CHEM 113 or CHEM 123~~	~~6~~
MATH 100, 101	6
ENGL 109, or two of ENGL 112, 113, 114, 150, 151, 153, 154, 155, or 156	6
~~PHYS 111 or 112; and PHYS 121, or 122~~	~~6~~
COSC 111	3
DATA 101	3
MATH 200, 221[1]	6
STAT ~~230~~	3
~~Arts electives~~	~~6~~
~~2nd-Year Science Electives~~	~~6~~
~~Stream requirements[2]~~	~~9~~
Total Credits	~~60~~
Third and Fourth Years	
STAT 303	12
Three of STAT 400, 401, 403, 406	
~~Four of~~ DATA 311, 315, 405, 407, 410, 421	~~12~~
Two of MATH 303, 307, COSC 303, 304, ~~DATA 301,~~ PHYS 420	6
~~Arts electives~~	~~6~~
~~Electives, of which at least 3 credits must be upper-level~~	~~15~~
~~Stream requirements[2]~~	~~9~~
Total Credits	60
Minimum credits for degree	**120**

[1]Math 221 may be taken in the second term of the first year.

~~[2]Stream requirements: Students must complete one of the following options. The program advisor maintains a list of suggested courses for which within-stream students will gain the pre-requisites for upper-level requirements.~~

~~Biology Stream:~~

THE UNIVERSITY OF BRITISH COLUMBIA

²**Students must complete at least 12 credits of non-science designated courses. Students are strongly encouraged to take 3 credits of an Indigenous content course to partially fulfill this requirement. Students entering the B.Sc. in 2024 and later will have to successfully complete an Indigenous content course.**

³Math 221 may be taken in the second term of the first year.

All of: BIOL 116, 125, 201

All of: 9 credits upper-level BIOL

Biochemistry Stream:

All of: BIOL 116, 125, 200:

All of: 9 credits upper-level BIOL or BIOC

Physical Geography Stream:

One of: GEOG 108, 109

Two of: GEOG 108, 109, 200, 207, 213, 222, 272

All of: 9 credits upper-level Science GEOG courses*

Earth and Environmental Sciences Stream:

All of: EESC 111 and 6 credits 2nd-year EESC

All of: 9 credits upper-level EESC

*See BSc requirement page and program advisor.

Minor in Statistics

A student must successfully complete **STAT 203**, **205,** and 18 credits in courses selected from **STAT or DATA courses numbered 300 and above of which at least 9 credits must be from STAT courses. Due to the similarity of the content areas, students majoring in Data Science are not permitted to pursue a Minor in Statistics.**

Minor in Statistics

A student must successfully complete MATH 100, 101, 200, 221, STAT 230 and DATA 101, and 18 credits in courses selected from STAT 303, 400, 401, 403, 406, 448, 449, DATA 311, 405, 407, 410.

UBC THE UNIVERSITY OF BRITISH COLUMBIA

Curriculum Proposal Form
New/Change to Course/Program – Okanagan campus

Category: **1**	
Faculty/School: FHSD	**Date:** March 1, 2023
Dept./Unit: School of Nursing	**Contact Person:** Lisa Moralejo
Faculty/School Approval Date:	**Phone:** 250-317-9929
Effective Session: Winter I 2023	**Email:** lisa.moralejo@ubc.ca

Type of Action:

Amalgamate both Global Health courses (NRSG 320 and HEAL 307) into HINT 320

Rationale:

Nursing 320 is currently taught by a nursing instructor as a mandatory course to all Year 3 nursing students in Winter Term 2 and HEAL 307 is currently taught by a nursing instructor as an elective course to HES students in Winter Term 2

We want to amalgamate both courses into an interdisciplinary global health course - HINT 320, to be offered in both Winter Terms 1 & 2 to both Nursing (mandatory course) and HES students (elective course).

NRSG 320 and HESL 307 will no longer be offered.

Proposed Academic Calendar Entry:	Present Academic Calendar Entry:
HINT 320 (3) Global Health	~~NRSG~~ 320 (3) Global Health
	~~Explores the role of the nurse within the context of the global society and the changing health care environment.~~
Emerging health issues and trends, evidence-informed approaches and ethical concerns within the context of the global health and global healthcare. Credit will be granted for only one of HINT 320 and NRSG 320 or HEAL 307. [3-0-0]	~~Develops knowledge of emerging health issues and trends, evidence-informed approaches and ethical concerns for nursing practice at the global level. [3-0-0]~~
Prerequisites: Third Year standing	*Prerequisite:* Third-Year ~~BSN-O~~ Standing
	~~**HEAL 307 (3) Global Health Trends and Local Impacts**~~
	~~Global health trends within and across countries and regions and how these global realities affect health and health care locally. [3-0-0]~~

THE UNIVERSITY OF BRITISH COLUMBIA

	Prerequisite: HEAL 200 and one of HMKN 105, HEAL 201.

THE UNIVERSITY OF BRITISH COLUMBIA

18 May 2023

To: Okanagan Senate

From: Senate Learning and Research Committee

Re: Candidates for Emeritus Status (approval)

The Learning and Research Committee recommends the following:

Motion: *"That the attached list of individuals for emeritus status be approved and that, pursuant to section 9(2) of the University Act, all persons with the rank of Dean, Professor and Associate Professor be added to the Roll of Convocation."*

Respectfully submitted,

Dr. Sally Willis-Stewart, Chair
Senate Learning and Research Committee

THE UNIVERSITY OF BRITISH COLUMBIA

Senate Learning and Research Committee
Emeritus List for Approval
14 April 2023

Last Name	First Name	Current Rank	Emeritus Title	UBCO Faculty	Effective Date
Schulz-Cruz	Bernard	Associate Professor	Associate Professor Emeritus	Faculty of Creative and Critical Studies	July 1, 2022
Jones	Melanie	Professor	Professor Emerita	I.K. Barber Faculty of Science	July 1, 2023
Klassen	Wendy	Associate Professor	Associate Professor Emeritus	Faculty of Education, Okanagan School of Education	January 1, 2024
Krank	Marvin	Professor	Dean Emeritus	College of Graduate Studies	July 1, 2023
Perry	Karen	Associate Professor	Associate Professor Emerita	I.K. Barber Faculty of Science	July 1, 2023

THE UNIVERSITY OF BRITISH COLUMBIA

Office of the Senate
UNC 322| 333 University Way
Kelowna, BC V1V 1V7

Phone 250 807 9619
Email okanagan.senate@ubc.ca
senate.ubc.ca

18 May 2023

To: Okanagan Senate

From: Senate Nominating Committee

Re: Advisory Committee for the Selection of an Associate Vice-President, Health

Following a broad call for nominations, the Senate Nominating Committee is pleased to recommend that Senate resolve as follows:

That Tanya Forneris and Jonathan Low be recommended for appointment to the Advisory Committee for the Selection of an Associate Vice-President, Health

For the Committee,

Jannik Eikenaar, Chair
Senate Nominating Committee

18 May 2023

To: Okanagan Senate

From: Senate Nominating Committee

Re: Committee Appointments

Committee Appointments

The Senate Nominating Committee has received recommendations from the student members of Senate for their committee assignments for this year.

The Nominating Committee is pleased to recommend that Senate resolve as follows:

That Bowen He and Anand Brar be appointed to the Senate Academic Building and Resources Committee until 31 March 2024 and thereafter until replaced;

That Saami Hafeez, Ojus Sharma and Michael Sandler be appointed to the Senate Academic Policy Committee until 31 March 2024 and thereafter until replaced;

That Raneem Zaitoun and Ayanfe-Oluwa Idowu be appointed to the Senate Admissions & Awards Committee until 31 March 2024 and thereafter until replaced;

That Amanda Shatzko and Jonathan Low be appointed to the Senate Agenda Committee until 31 March 2024 and thereafter until replaced;

That Maziar Matin Panah and Jonathan Low be appointed to the Senate Committee on Appeals of Standing and Discipline until 31 March 2024 and thereafter until replaced;

That Joshua Milliken and Muskan Garg be appointed to the Senate Curriculum Committee until 31 March 2024 and thereafter until replaced;

That Amanda Shatzko, Aparjita Shinde and Princess Amuta be appointed to the Senate Learning & Research Committee until 31 March 2024 and thereafter until replaced; and

That Bowen He and Ayanfe-Oluwa Idowu be elected to the Council of Senates.

For the Committee,

Jannik Eikenaar, Chair
Senate Nominating Committee

THE UNIVERSITY OF BRITISH COLUMBIA

18 May 2023

To: Okanagan Senate

From: Senate Nominating Committee

Re: Draft Conflict of Interest Guidelines – Review and Referral to Council of Senates

---

The attached document – *Conflict of Interest Guidelines for the Okanagan and Vancouver Senates*– is a draft policy addressing conflicts of interest on the part of members of Senate and of Senate committees. Ensuring that conflicts of interest are disclosed and appropriately managed is a fundamental aspect of good governance and is important for maintaining confidence and trust in UBC and its decision-making bodies.

The draft *Guidelines* were presented for discussion to both the Okanagan and Vancouver Senates at their March meetings. As a result of these discussions several further revisions have been made to the *Guidelines*:

- The first bulleted paragraph following Section 4.2 has been struck out. This paragraph is repetitive of content which is stated in more plain language elsewhere in the draft.
- A new paragraph has been added to Section 5.3 to make it clear that COI disclosures submitted under the *Guidelines* are entirely separate from and unrelated to COI disclosures which Senators may be required to submit under other UBC policies.
- Section 6 has been re-written to more clearly articulate the potential consequences for failure to comply with a direction issued under the *Guidelines*. The "letter of reprimand" has been reframed as a "letter of caution" to avoid unintended disciplinary connotations. The text also makes explicit that in the case of noncompliance the Nominating Committee may pursue any remedy provided under *Robert's Rules of Order*.

The Nominating Committee has reviewed the revised draft and is pleased to recommend the following:

Motion
That the Okanagan Senate refer the draft Conflict of Interest Guidelines for the Okanagan and Vancouver Senates *to the Council of Senates for review pursuant to notice given at the March 30, 2023 meeting of Senate as required by s. 20(o) of the Rules and Procedures of the Okanagan Senate*

For the Committee,

Jannik Eikenaar, Chair
Senate Nominating Committee

DRAFT: CONFLICT OF INTEREST GUIDELINES FOR THE OKANAGAN AND VANCOUVER SENATES

1. Introduction and Purpose

The academic governance of the *University* is vested with the Senates and the Council of Senates. The powers and duties of the Senates are set out in the *University Act.*

It is expected and assumed that *members* of the Senates and of Senate committees will perform their duties to the Senates in good faith and in the best interests of the *University*. These *Guidelines* clarify what is expected of *members* with respect to identifying, reporting and managing conflicts of interest that arise in connection with the business of the Senates and their committees.

2. Application

The *Guidelines* apply to all *members* of the following:

- Okanagan Senate and its committees
- Vancouver Senate and its committees

3. Definitions

For the purposes of these *Guidelines*, the following definitions are used throughout:

Guidelines shall mean these Conflict of Interest Guidelines, as amended, supplemented, revised or restated from time to time.

Member shall mean a *member*, either elected or ex officio, of the Okanagan Senate, the Vancouver Senate, or a committee established by either the Okanagan Senate or Vancouver Senate.

Okanagan Senate shall mean the Senate of the Okanagan Campus of the *University*.

Private interest shall mean anything of personal benefit to the *member* or a person with whom the *member* has a close personal relationship, and shall include benefits of a financial or professional nature which fall outside the scope of the *member's* role at the University, as well as private duties owed to outside parties.

Secretary shall mean the Registrar, as outlined in the *University Act.*

Vancouver Senate shall mean the Senate of the Vancouver Campus of the *University*.

University shall mean the University of British Columbia.

University Act shall mean the law titled as such in the Province of British Columbia with the citation Revised Statutes of British Columbia 1996, chapter 468 and its successor legislation.

4. Conflict of Interest

4.1. Definition

A conflict of interest arises when the *private interest* of a *member* conflicts with the objective exercise or proper discharge of the *member's* duties to the Senate, including the duty to act with honesty, integrity and good faith in support of the *University's* fundamental academic mission.

It is important to note that the existence of a conflict of interest neither requires nor implies wrongdoing on the part of the *member*. The core matter of a conflict is the incompatibility between the pursuit of a *member's private interest* and the performance of that *member's* duties to the *University*.

These *Guidelines* are applicable to both **actual** and **perceived** conflicts of interest. An **actual conflict of interest** has the meaning set out in the preceding paragraphs. A **perceived conflict of interest** refers to a situation where a reasonable, well-informed and impartial observer would tend to believe that a conflict of interest exists. As an institution which strives to maintain public confidence and trust by embracing the highest ethical standards, the *University* must address both actual and perceived conflicts of interest as equally significant matters.

4.2. Examples of Conflict of Interest

The existence of a conflict of interest is often obvious and immediately recognizable, but some situations will give rise to ambiguity and uncertainty. To assist those with responsibilities under these *Guidelines* in recognizing conflicts of interest, the following are examples of situations that are likely to entail a conflict:

- ~~where a *member's* personal and/or professional dealings with one or more parties involved in the Senate's or Senate Committee's deliberations are such that the *member's* ability to discharge their duties in an objective and impartial manner may reasonably be called into question;~~
- where a *member* participates in the Senate's or a Senate Committee's deliberations on a matter that directly impacts the *member's private interest*;
- where a *member* accepts a private gift that would not have been offered if not for their role as a *member*;
- where a *member* by virtue of their role as a *member* gains access to confidential information pertaining to the *member's private interest*;
- where a *member* is called to sit in judgment of a matter involving a person with whom the *member* has a close personal relationship.

2

5. **Dealing with Conflict of Interest**

   The Nominating Committee Chair, and the Nominating Committee of each Senate are responsible for interpreting and applying these *Guidelines* on behalf of the respective Senate.

5.1. **Duty to Avoid or Manage**

   Members are responsible for recognizing conflicts of interest and avoiding or managing conflicts of interest in a manner that is consistent with the *member's* duty to act in the best interest of the *University* and in accordance with requirements set out in these *Guidelines*.

5.2. **Duty to Disclose**

   All *members* have an ongoing duty to disclose both actual and perceived conflicts of interest as soon as they arise and, whenever possible, before the Senate or Senate Committees deal with the matter at issue.

   In cases where a *member's* appointment to a particular Senate Committee can reasonably be expected to give rise to actual or perceived conflicts of interest, the *member* has a duty to disclose the circumstances prior to appointment to that Committee.

   Members should make their disclosure to the *Secretary* and the Nominating Committee Chair.

   In the event the Chair of the Nominating Committee has a possible conflict pertaining to the *member* or the contents of the *member's* disclosure, the Chair shall inform the *Secretary* and be recused from any further involvement in the matter. In such cases the responsibilities of the Chair shall be assumed by the Vice-Chair of the Nominating Committee.

5.3. **Submitting a Conflict of Interest Disclosure Statement**

   The *Secretary* shall provide a standard form Conflict of Interest Disclosure Statement (Disclosure Statement) for use by *members* in disclosing conflicts pursuant to these *Guidelines*.

   Every *member* who is a Convocation Senator must complete a Disclosure Statement upon their initial appointment and update the Disclosure Statement at any time they become aware of new or additional relevant information, or as required by changed circumstances.

   All other *members* may submit a Disclosure Statement or updated Disclosure Statement at any time and as required under Section 5.2.

   Disclosures submitted under these *Guidelines* are separate from and additional to any

conflict of interest disclosures submitted by *members* under other *University* policies.

Disclosures submitted under these *Guidelines* are separate from and additional to any conflict of interest disclosures submitted by *members* under other *University* policies.

Disclosure Statements are filed with the *Secretary*, who will retain the records at the Office of the Senate and provide copies to the Chair of the Nominating Committee.

5.4. Reporting an Undisclosed Conflict of Interest

It is the responsibility of *members* who are aware of an unreported actual or perceived conflict of interest on the part of a fellow *member* to raise the matter for clarification, first individually with the *member* in question and, if unresolved, in writing to the *Secretary* and Nominating Committee Chair.

Repeatedly raising questions of possible conflicts of interest that are without merit shall be considered contrary to the spirit and intent of these *Guidelines*. The Nominating Chair shall take reasonable steps to ensure that *members* do not persist in raising meritless inquiries.

5.5. Conflicts Related to Senate and Senate Committee Agenda Items

The *Secretary* will assist *members* in identifying conflicts of interest by reviewing the subject matter of the Senate or Senate committee agendas for possible conflicts of interest for individual *members*. If the *Secretary* has reason to believe that an agenda item could result in a conflict of interest for a *member*, the *Secretary* will alert the *member* in writing, copying the Chair of the Nominating Committee, and provide the *member* an opportunity to submit a disclosure pursuant to Section 5.3.

Where a *member* has a conflict of interest in respect of an agenda item, the *member*:

a. shall abstain from any discussions or votes concerning such matter that may occur during a Senate or Senate Committee meeting;

b. shall be counted in the quorum for a meeting at which the *member* attends, notwithstanding that the *member* is absented while any matter is considered in respect of which a conflict of interest exists for that *member*.

If a *member* declares a conflict of interest, a summary of the disclosure will be recorded in the minutes of the meeting, as well as any restrictions on the *member's* participation.

Where a conflict of interest is discovered after consideration of a matter, the conflict must be brought to the attention of the Nominating Committee through the *Secretary*, and appropriately recorded at the first opportunity. If the Nominating Committee determines that the *member's* involvement has, or could be perceived to have, influenced the decision, the Senate or Senate committee must re-examine the matter and may rescind, vary or confirm its decision.

4

5.6. Responding to a Conflict of Interest Disclosure Statement or Report

When the *Secretary* and Nominating Committee Chair become aware of a conflict on the part of a *member*, whether as a result of that *member's* Disclosure Statement or a report submitted pursuant to Section 5.4, the following steps will be taken.

a. In straight-forward cases, the Nominating Committee Chair will review the circumstances and provide the *member* with advice on whether an actual or perceived conflict exists and, if so, the steps required to manage the conflict. In all such cases, the Nominating Committee Chair will inform the Nominating Committee of the issue raised and how it was managed.

b. In cases where it is not clear whether there is a conflict or how it should be managed, the Nominating Committee Chair will refer the matter to the Nominating Committee, which will review the circumstances and determine by majority vote if a conflict exists and, if so, the steps required to manage the conflict. If the *member* is a member of the Nominating Committee, the *member* shall be absent from the discussion and shall not vote on the issue.

c. The Nominating Committee will advise the Senate *in camera* of each case under subsection (b) and how the conflict has been addressed.

Members must comply with any direction provided by the Nominating Committee Chair or the Nominating Committee to undertake a specified action to manage a conflict of interest.

5.7. Confidentiality

Except where disclosure of such information is authorized or required by law or these *Guidelines*, any information disclosed by any person pursuant to these *Guidelines* will be held in confidence and will only be available to those persons who need to have access to the information in order to carry out their roles under this these *Guidelines*, for the purposes of this these *Guidelines*.

6. Failure to Comply

Where the Nominating Committee determines that a *member* has failed to comply with these *Guidelines*, the Committee shall consider the extent to which these *Guidelines* have been breached and the need for redress and decide on an appropriate course of action.~~, which may include:~~

- ~~issuing an oral or written reprimand to the *member*;~~
- ~~requesting the *member* to take appropriate corrective action;~~
- ~~requesting that the Senate pass a motion of reprimand or censure.~~

5

In the case of an infraction which is judged to be minor and correctible, the Nominating Committee shall issue a confidential letter of caution to the *member*. The letter of caution shall outline to the *member* the nature of the infraction, including any relevant actions or omissions, and any corrective action required.

In the case an infraction which is judged to be more serious, or where the *member* has previously received a letter of caution, the Nominating Committee shall recommend to the Senate via an *in camera* report that it adopt an appropriate remedy provided under the current edition of *Roberts Rules of Order Newly Revised*.

7. Reporting Responsibility

7.1. Nominating Committee

The Nominating Committee has specific responsibilities set out in these *Guidelines*, which include the interpretation and application of provisions regarding conflicts of interest and to receive information provided by the *Secretary* or Nominating Committee Chair in respect of conflicts of interest. The Nominating Committee is responsible for reporting to the Senate regularly on the handling of conflict of interest issues, as well as providing an annual report as set out below in section 7.2, Annual Reporting.

7.2. Annual Reporting

The Agenda Committee is responsible for reviewing these *Guidelines* from time to time and recommending to Senate any changes, as necessary.

The Nominating Committee must provide to Senate an annual anonymized summary of conflict of interest disclosures and the actions taken in response.

DRAFT: CONFLICT OF INTEREST GUIDELINES FOR THE OKANAGAN AND VANCOUVER SENATES

1. **Introduction and Purpose**

   The academic governance of the *University* is vested with the Senates and the Council of Senates. The powers and duties of the Senates are set out in the *University Act.*

   It is expected and assumed that *members* of the Senates and of Senate committees will perform their duties to the Senates in good faith and in the best interests of the *University*. These *Guidelines* clarify what is expected of *members* with respect to identifying, reporting and managing conflicts of interest that arise in connection with the business of the Senates and their committees.

2. **Application**

   The *Guidelines* apply to all *members* of the following:

   - Okanagan Senate and its committees
   - Vancouver Senate and its committees

3. **Definitions**

   For the purposes of these *Guidelines*, the following definitions are used throughout:

   Guidelines shall mean these Conflict of Interest Guidelines, as amended, supplemented, revised or restated from time to time.

   Member shall mean a *member*, either elected or ex officio, of the Okanagan Senate, the Vancouver Senate, or a committee established by either the Okanagan Senate or Vancouver Senate.

   Okanagan Senate shall mean the Senate of the Okanagan Campus of the *University*.

   Private interest shall mean anything of personal benefit to the *member* or a person with whom the *member* has a close personal relationship, and shall include benefits of a financial or professional nature which fall outside the scope of the *member's* role at the University, as well as private duties owed to outside parties.

   Secretary shall mean the Registrar, as outlined in the *University Act.*

   Vancouver Senate shall mean the Senate of the Vancouver Campus of the *University*.

   University shall mean the University of British Columbia.

University Act shall mean the law titled as such in the Province of British Columbia with the citation Revised Statutes of British Columbia 1996, chapter 468 and its successor legislation.

4. Conflict of Interest

4.1. Definition

A conflict of interest arises when the *private interest* of a *member* conflicts with the objective exercise or proper discharge of the *member's* duties to the Senate, including the duty to act with honesty, integrity and good faith in support of the *University's* fundamental academic mission.

It is important to note that the existence of a conflict of interest neither requires nor implies wrongdoing on the part of the *member*. The core matter of a conflict is the incompatibility between the pursuit of a *member's private interest* and the performance of that *member's* duties to the *University*.

These *Guidelines* are applicable to both **actual** and **perceived** conflicts of interest. An **actual conflict of interest** has the meaning set out in the preceding paragraphs. A **perceived conflict of interest** refers to a situation where a reasonable, well-informed and impartial observer would tend to believe that a conflict of interest exists. As an institution which strives to maintain public confidence and trust by embracing the highest ethical standards, the *University* must address both actual and perceived conflicts of interest as equally significant matters.

4.2. Examples of Conflict of Interest

The existence of a conflict of interest is often obvious and immediately recognizable, but some situations will give rise to ambiguity and uncertainty. To assist those with responsibilities under these *Guidelines* in recognizing conflicts of interest, the following are examples of situations that are likely to entail a conflict:

- where a *member* participates in the Senate's or a Senate Committee's deliberations on a matter that directly impacts the *member's private interest*;
- where a *member* accepts a private gift that would not have been offered if not for their role as a *member*;
- where a *member* by virtue of their role as a *member* gains access to confidential information pertaining to the *member's private interest*;
- where a *member* is called to sit in judgment of a matter involving a person with whom the *member* has a close personal relationship.

5. Dealing with Conflict of Interest

2

The Nominating Committee Chair, and the Nominating Committee of each Senate are responsible for interpreting and applying these *Guidelines* on behalf of the respective Senate.

5.1. Duty to Avoid or Manage

Members are responsible for recognizing conflicts of interest and avoiding or managing conflicts of interest in a manner that is consistent with the *member's* duty to act in the best interest of the *University* and in accordance with requirements set out in these *Guidelines*.

5.2. Duty to Disclose

All *members* have an ongoing duty to disclose both actual and perceived conflicts of interest as soon as they arise and, whenever possible, before the Senate or Senate Committees deal with the matter at issue.

In cases where a *member's* appointment to a particular Senate Committee can reasonably be expected to give rise to actual or perceived conflicts of interest, the *member* has a duty to disclose the circumstances prior to appointment to that Committee.

Members should make their disclosure to the *Secretary* and the Nominating Committee Chair.

In the event the Chair of the Nominating Committee has a possible conflict pertaining to the *member* or the contents of the *member's* disclosure, the Chair shall inform the *Secretary* and be recused from any further involvement in the matter. In such cases the responsibilities of the Chair shall be assumed by the Vice-Chair of the Nominating Committee.

5.3. Submitting a Conflict of Interest Disclosure Statement

The *Secretary* shall provide a standard form Conflict of Interest Disclosure Statement (Disclosure Statement) for use by *members* in disclosing conflicts pursuant to these *Guidelines*.

Every *member* who is a Convocation Senator must complete a Disclosure Statement upon their initial appointment and update the Disclosure Statement at any time they become aware of new or additional relevant information, or as required by changed circumstances.

All other *members* may submit a Disclosure Statement or updated Disclosure Statement at any time and as required under Section 5.2.

Disclosures submitted under these *Guidelines* are separate from and additional to any conflict of interest disclosures submitted by *members* under other *University* policies.

Disclosure Statements are filed with the *Secretary*, who will retain the records at the Office of the Senate and provide copies to the Chair of the Nominating Committee.

5.4. Reporting an Undisclosed Conflict of Interest

It is the responsibility of *members* who are aware of an unreported actual or perceived conflict of interest on the part of a fellow *member* to raise the matter for clarification, first individually with the *member* in question and, if unresolved, in writing to the *Secretary* and Nominating Committee Chair.

Repeatedly raising questions of possible conflicts of interest that are without merit shall be considered contrary to the spirit and intent of these *Guidelines*. The Nominating Chair shall take reasonable steps to ensure that *members* do not persist in raising meritless inquiries.

5.5. Conflicts Related to Senate and Senate Committee Agenda Items

The *Secretary* will assist *members* in identifying conflicts of interest by reviewing the subject matter of the Senate or Senate committee agendas for possible conflicts of interest for individual *members*. If the *Secretary* has reason to believe that an agenda item could result in a conflict of interest for a *member*, the *Secretary* will alert the *member* in writing, copying the Chair of the Nominating Committee, and provide the *member* an opportunity to submit a disclosure pursuant to Section 5.3.

Where a *member* has a conflict of interest in respect of an agenda item, the *member*:

a. shall abstain from any discussions or votes concerning such matter that may occur during a Senate or Senate Committee meeting;

b. shall be counted in the quorum for a meeting at which the *member* attends, notwithstanding that the *member* is absented while any matter is considered in respect of which a conflict of interest exists for that *member*.

If a *member* declares a conflict of interest, a summary of the disclosure will be recorded in the minutes of the meeting, as well as any restrictions on the *member's* participation.

Where a conflict of interest is discovered after consideration of a matter, the conflict must be brought to the attention of the Nominating Committee through the *Secretary*, and appropriately recorded at the first opportunity. If the Nominating Committee determines that the *member's* involvement has, or could be perceived to have, influenced the decision, the Senate or Senate committee must re-examine the matter and may rescind, vary or confirm its decision.

5.6. Responding to a Conflict of Interest Disclosure Statement or Report

When the *Secretary* and Nominating Committee Chair become aware of a conflict on the part of a *member*, whether as a result of that *member's* Disclosure Statement or a report submitted pursuant to Section 5.4, the following steps will be taken.

4

a. In straight-forward cases, the Nominating Committee Chair will review the circumstances and provide the *member* with advice on whether an actual or perceived conflict exists and, if so, the steps required to manage the conflict. In all such cases, the Nominating Committee Chair will inform the Nominating Committee of the issue raised and how it was managed.

b. In cases where it is not clear whether there is a conflict or how it should be managed, the Nominating Committee Chair will refer the matter to the Nominating Committee, which will review the circumstances and determine by majority vote if a conflict exists and, if so, the steps required to manage the conflict. If the *member* is a member of the Nominating Committee, the *member* shall be absent from the discussion and shall not vote on the issue.

c. The Nominating Committee will advise the Senate *in camera* of each case under subsection (b) and how the conflict has been addressed.

Members must comply with any direction provided by the Nominating Committee Chair or the Nominating Committee to undertake a specified action to manage a conflict of interest.

5.7. Confidentiality

Except where disclosure of such information is authorized or required by law or these *Guidelines*, any information disclosed by any person pursuant to these *Guidelines* will be held in confidence and will only be available to those persons who need to have access to the information in order to carry out their roles under this these *Guidelines*, for the purposes of this these *Guidelines*.

6. Failure to Comply

Where the Nominating Committee determines that a *member* has failed to comply with these *Guidelines*, the Committee shall consider the extent to which these *Guidelines* have been breached and the need for redress and decide on an appropriate course of action.

In the case of an infraction which is judged to be minor and correctible, the Nominating Committee shall issue a confidential letter of caution to the *member*. The letter of caution shall outline to the *member* the nature of the infraction, including any relevant actions or omissions, and any corrective action required.

In the case an infraction which is judged to be more serious, or where the *member* has previously received a letter of caution, the Nominating Committee shall recommend to the Senate via an *in camera* report that it adopt an appropriate remedy provided under the current edition of *Roberts Rules of Order Newly Revised*.

7. Reporting Responsibility

7.1. Nominating Committee

The Nominating Committee has specific responsibilities set out in these *Guidelines*, which include the interpretation and application of provisions regarding conflicts of interest and to receive information provided by the *Secretary* or Nominating Committee Chair in respect of conflicts of interest. The Nominating Committee is responsible for reporting to the Senate regularly on the handling of conflict of interest issues, as well as providing an annual report as set out below in section 7.2, Annual Reporting.

7.2. Annual Reporting

The Agenda Committee is responsible for reviewing these *Guidelines* from time to time and recommending to Senate any changes, as necessary.

The Nominating Committee must provide to Senate an annual anonymized summary of conflict of interest disclosures and the actions taken in response.

Senate Conflict of Interest Guidelines – Answers to Questions You May Have

Q Why is this intended to be a Council of Senates policy?

A Council policies provide the maximum level of coordination between both Senates as neither Senate can unilaterally opt out. It was felt that in matters of public trust and confidence in the ethical standards of the Senates it would be highly undesirable to allow any possibility of the two Senates adopting divergent standards.

Q Will the Guidelines prevent members of university constituencies from voting on matters that concern those constituencies? (E.g., will students be prohibited from voting on issues concerning students? Will faculty members be prohibited from voting on proposals concerning their faculties?)

A No. The Guidelines will not prevent anyone from exercising their legitimate right to participate in senate proceedings. The Guidelines do not recognize the above-mentioned cases as examples of a COI. The Guidelines are concerned with conflicts arising from personal interests, where the term "personal interest" is defined to exclude interests connected with a person's role at UBC. For example, a faculty member may have an interest in a proposal concerning the curriculum of their home department, but this is not a "personal interest" under the Guidelines. It is an interest germane to the role of a UBC faculty member, and not a COI.

Q Will the Guidelines prevent me from taking part in a discussion because I have a known opinion about the subject, or because I know and work alongside the people involved?

A No. The Guidelines provide that a COI may exist when a person's ability to exercise their duties to Senate impartially could be <u>reasonably</u> called into question. Impartial doesn't mean indifferent, it means free of personal interests that could be seen to affect one's judgment in a manner that would be unethical. The Guidelines are concerned with situations where it would be *reasonable* to question the person's judgement, not situations where it would be *unreasonable* to do so.

Q Faculty members already submit annual COI disclosures under Board of Governors Policy SC3 - Conflict of Interest and Conflict of Commitment. Would the *Guidelines* overlap or conflict with Policy SC3?

A There will be no overlap or conflict between the *Guidelines* and Policy SC3. The principle of bicameralism requires that both the Senate and Board have the power to independently control their own processes and procedures. SC3 is a policy of the Board and is therefore inapplicable to the Senate. Faculty members who are Senators should not be using their annual SC3 COI declaration to disclose issues pertaining to Senate, and unit heads who receive such disclosures

have no authority under SC3 to interfere with a faculty member's participation in Senate.

Q Who is required to submit a COI disclosure under the *Guidelines*?

    A Under Section 5.3, all Senators must submit a COI disclosure statement as and when needed. Convocation Senators are additionally required to complete a COI disclosure statement upon initial election to Senate.

Q Why are only convocation Senators required to submit a disclosure upon election?

    A As members of the broader community, convocation Senators are more likely to be involved in personal affairs that could lead to COIs. Examples:

        1. Convocation senator who is employed by another academic institution;
        2. Convocation senator who sits on the board of an organization wishing to affiliate with UBC.

Q Regarding Section 6 - "Failure to Comply":

    a) Who is responsible for investigating possible breaches of the *Guidelines*?

    A The Nominating Committee is responsible for making a determination that the *Guidelines* have been breached, and for informing itself of any facts it deems necessary to make such a determination. The Nominating Committee will not conduct formal investigations, but its inquiries will be guided by the principles of procedural fairness and parliamentary procedure.

    b) What are the employment or HR implications of a Section 6 letter of caution?

    A The COI Guidelines are concerned with the Senate's internal processes and procedures, not with any person's employment relationship with UBC. A letter of caution issued under the Guidelines is therefore not "disciplinary" in the sense in which the word is used in an employment or HR context. It should also be noted that the Senate has adopted Robert's Rules of Order (RORR) as its parliamentary authority and the current edition of RROR already allows an assembly to take any number of actions against a member for breach of rules or policy, ranging from a motion of censure or reprimand to expulsion from the assembly. Even if Section 6 were removed from the *Guidelines* all of these remedies for indiscipline would still be available.

    c) What is the Section 6 appeal process?

    A No appeal process is currently envisioned. The Nominating Committee's decisions are not subject to appeal, though a vote by the full Senate would be required for any measure exceeding a letter of caution.

    d) If a student Senator is subject to a letter of caution, will this be noted on their academic transcript or lead to a non-academic misconduct disciplinary process?

    A No and no.

THE UNIVERSITY OF BRITISH COLUMBIA

18 May 2023

To: Okanagan Senate

From: Senate Nominating Committee

Re: Triennial Review Recommendations

As senators are aware, every triennium the Nominating Committee solicits comment from senators, senate committees, and members of the campus community on Senate's operations.

A Triennial Review website (https://senate.ubc.ca/2020-23-okanagan-senate-triennial-review/) provides background information and informs submissions. Broad feedback was welcomed, however, to focus comments on tangible areas for improvement, the Nominating Committee invited submissions on the following questions:

1. Is the current size and composition of Senate appropriate, and is representation suitably balanced between groups?

2. Do the Rules and Procedures of Senate effectively support Senate's functions on behalf of the University?

3. Do Senate committees have appropriate mandates and terms of reference to aid Senate in academically governing the campus?

4. Does the Senate have sufficient resources to fulfill its mandate?

5. Do Senate committees have appropriate sizes and compositions?

6. How can the Senate improve its communication with the campus, all relevant stakeholders and constituent groups (e.g. convocation members, deans, faculty members, senior administrators, students and staff)?

7. How can Senate better ensure that all its constituent groups (e.g., convocation members, deans, faculty members, senior administrators, students and staff) are engaged in its work?

8. Do you have any feedback regarding the Council of Senates?

9. Do you have any other comments or suggestions?

THE UNIVERSITY OF BRITISH COLUMBIA

In response to a general call and with specific work by the Office of the Senate with the Senate Standing Committees, ten submissions were received. The Nominating Committee considered all submissions and, after due consideration, is making the following recommendations.

The Senate Nominating Committee would recommend that Senate resolve as follows:

> *That Senate approve the recommendations of the Triennial Review as set out in the following:*

Summary of Recommendations

Recommendation 1: Add a set quorum to the Learning & Research Committee Terms of Reference

That the terms of reference of the Learning & Research Committee be amended to add the following:

> ***Quorum: 5 voting members***

Rationale

The Committee would prefer to have its quorum defined rather than relying on the default 50% of voting members as set out in Rule 16(b).

Recommendation 2: Amendment to the Composition of the Learning & Research Committee

That the composition of the Learning & Research Committee be amended as follows:

> ***Change "Director of the Centre for Teaching and Learning" to "Academic Director of the Centre for Teaching and Learning."***

Rationale

The *Director* of the Centre for Teaching and Learning position was discontinued in spring of 2020. The current position is *Academic Director* of the Centre for Teaching and Learning.

The Learning & Research Committee had previously requested that the Director position be removed from its membership, however, that request was held in abeyance while various teaching and learning roles were defined.

The Learning & Research Committee has made the request in an effort to regularise its membership.

THE UNIVERSITY OF BRITISH COLUMBIA

Recommendation 3: Addition to the Composition of the Learning & Research Committee

That the composition of the Learning & Research Committee be amended as follows:

> ***Add the Director of Continuing Education, or designate, as an ex-officio voting member of the Learning & Research Committee***

Rationale:

The Director of Continuing Education has been an appointed member of the Learning & Research Committee but has declined to participate in committee meetings for at least this triennium. This has left the committee perpetually short one voting a member which, at times, has affected quorum and has left the committee with a deficit of continuing education input. The Committee recognises the value of this input and wishes to ensure continuing education participation in the future.

As with recommendation 2 above, this request will regularise the Committee's membership.

Discussion Item

The Nominating Committee received comments that Rule 38 (formerly Rule 37) of Senate's Rules and Procedures should be revised or rescinded. The rule was approved at the May 1, 2017 meeting of Senate and reads:

> ***38. No Senator shall serve as chair of a standing committee of Senate for more than six (6) consecutive years. (NB: In effect from 1 October 2017.)***

The minutes from the May 1, 2017 meeting capture concerns about the need to balance experience in committee work with opportunities for leadership as well as the need to consider succession planning in leadership roles.

Rule 38 has been suspended once since implementation: near the beginning of the current triennium, Senate approved the suspension of the rule for the Appeals of Standing and Discipline Committee. The only committee member willing to serve as chair had already served six consecutive years in the role so the Committee requested an exemption. The suspension of Rule 38 in this case was made possible through Rule 4: ***Senate may amend or suspend these Rules and Procedures by resolution.***

The Nominating Committee has received divided comment on the rescission or retention of the rule and presents it here for discussion. In bringing this item forward, the Nominating Committee recognizes the current challenges Senate is facing in soliciting interest in serving on Senate in general.

THE UNIVERSITY OF BRITISH COLUMBIA

Summary of Concerns

Through the 2023 triennial review process, respondents raised several concerns about the work of the Okanagan Senate that do not immediately result in clear recommendations to Senate but do require consideration. The concerns can be summarized as: greater resources for the Office of the Senate; review and revision of Senator orientation and onboarding; and review and revision of communications with the campus community.

Resources for the Office of the Senate

The Office of the Senate requires greater resources so that its work continues to be done well, in a timely manner, and with consideration of the health and wellbeing of the Office staff members. This concern was raised emphatically in the triennial review responses and ensuing discussions.

This is not a new concern: it was clearly expressed in the 2020 triennial review and several times previous. It is, then, of particular concern that it has not been addressed in a substantive way, and the Nominating Committee strongly urges Senate and all of its members to attend to this need.

Senator Orientation and Onboarding

Orientation and onboarding of new and returning Senators should better prepare Senators for their work.

Several respondents commented that orientation and onboarding should include clear definitions and descriptions of Senators' roles and responsibilities, standing committee's duties and work, and Senate's structure, organization, and procedures. Review and revision of orientation and onboarding practices is needed.

Communication with the Campus Community

The role, responsibilities, and work of Senate should be better communicated to the campus community.

Several respondents commented that many members of the campus community are unaware of Senate and its work. A particular concern was raised that policy changes are not consistently communicated to the campus community. Review and revision of communication strategies and practices is needed.

For the Committee,

Jannik Eikenaar, Chair
Senate Nominating Committee

UBCO TUITION ALLOCATION MODEL (TAM)

CONFIDENTIAL

Okanagan Senate

May 2023

TUITION ALLOCATION MODEL (TAM)

Introduced in 2014/15, TAM provides a driver based framework for the allocation of tuition revenue to Faculties, Excellence Fund and Student Financial Aid (SFA). Allocations are calculated based on enrolment in credit courses taught for undergraduate programs and program fees assessed for graduate programs.

Domestic tuition
Faculty allocated 60% and Central 40%, <u>after</u> allocations for credit card fees (0.125%), bad debts (1%) and student financial aid (7.25% for UG and 5% for graduate)

International – Base tuition (held constant at 2015/16 rate)
Faculty allocated 50% and Central 50%, <u>after</u> allocations for credit card fees (0.125%), bad debts (1%) and student financial aid (7.5%)

International – Incremental tuition
Tuition related to the international fee increase implemented in 2016/17 are allocated 2/3 to the Excellence fund and 1/3 to Faculties and Central, <u>after</u> allocations for credit card fees (0.125%), bad debts (1%) and student financial aid (7.5%). The 1/3 to Faculty and Central is allocated 50/50

2

EXAMPLE: TAM ALLOCATION OF DOMESTIC UG STUDENT

Domestic Undergraduate Tuition			Allocation						
Driver	Per Credit	Total 30-Credit Tuition	Faculty	Central	Excellence Fund	SFA	Bad Debt	Credit Card	Total
All programs (except APSO, EDUC & BMS)									
1 Domestic UG Base	**190.97**	**5,729**	**3,150**	**2,100**	**-**	**415**	**57**	**7**	**5,729**
Applied Science									
1 Domestic UG Base	190.97	5,729	3,150	2,100	-	415	57	7	5,729
2 Domestic UG Differentiated - APSO	12.88	386	194	130	-	58	4	-	386
Total Domestic Tuition - APSO	203.85	6,116	3,344	2,229	-	473	61	7	6,116
Education									
1 Domestic UG Base	190.97	5,729	3,150	2,100	-	415	57	7	5,729
2 Domestic UG Differentiated - EDUC	21.68	650	327	218	-	98	7	1	650
Total Domestic Tuition - EDUC	212.65	6,380	3,477	2,318	-	513	64	8	6,380
BMS (FCCS)									
1 Domestic UG Base	190.97	5,729	3,150	2,100	-	415	57	7	5,729
2 Domestic UG Differentiated - BMS	63.18	1,895	954	636	-	284	19	2	1,895
Total Domestic Tuition - BMS (FCCS)	254.15	7,625	4,103	2,736	-	700	76	10	7,625

Source : *March 2023 TAM Data*

EXAMPLE: TAM ALLOCATION OF INTERNATIONAL UG STUDENT

International Undergraduate Tuition		Per Credit	Total 30-Credit Tuition
Driver			
Example: Faculty of Arts and Social Sciences			
6.1	International UG Base	879.97	26,399
6.2	International UG Base Incremental	546.78	16,403
	Total International Tuition	**1,426.75**	**42,803**

Allocation						
Faculty	**Central**	**Excellence Fund**	**SFA**	**Bad Debt**	**Credit Card**	**Total**
12,061	12,061	-	1,980	264	33	26,399
2,498	2,498	9,992	1,230	164	21	16,403
14,559	**14,559**	**9,992**	**3,210**	**428**	**54**	**42,803**

Source : March 2023 TAM Data

TAM DISTRIBUTION: DOMESTIC UG & GRADUATE TUITION

	Undergraduate		Graduate		Domestic TAM
	UG Base	**UG Differentiated** (Note 1)	**Graduate Programs**	**Designated Programs**	**UG + Grad**
					2022/23
	TOTAL Domestic UG TAM	TOTAL Differentiated Fee	TOTAL Domestic GRAD	TOTAL Domestic GRAD Designated	**($millions)**
	⬇ Deduct	⬇ Deduct	⬇ Deduct	⬇ Deduct	
	BD/CC -1.125% SFA 7.25%	BD/CC -1.125% SFA 15%	BD/CC -1.125% SFA 5.0%	BD/CC -1.125% SFA 0%	0.5 3.4
	⬇ Allocate	⬇ Allocate	⬇ Allocate	⬇ Allocate	
	Net Incremental	Net Incremental	Net Incremental	Net Incremental	
FACULTY	60% Net Base (54.98% after BD/CC/SFA)	60% Net Base (50.33% after BD/CC/SFA)	60% Net Base (56.33% after BD/CC/SFA)	70% Net Base (69.21% after BD/CC/SFA)	26.4
CENTRAL	40% Net Base (36.65% after BD/CC/SFA)	40% Net Base (33.55% after BD/CC/SFA)	40% Net Base (37.55% after BD/CC/SFA)	30% Net Base (29.66% after BD/CC/SFA)	17.5
					• **47.8**

Note 1: Differentiated fee applied to Engineering, Education and Bachelor of Media Studies Students

5

TAM DISTRIBUTION: INTERNATIONAL UG & GRADUATE TUITION

	Undergraduate		Graduate		International TAM
	UG Base	UG Incremental	Graduate Programs	Designated Programs	UG + Grad
					2022/23
	TOTAL BASE (2016)	TOTAL INCREMENTAL (Over 2016 Base)	TOTAL INT'l GRAD	TOTAL INT'l GRAD Designated	($millions)
	↓ Deduct	↓ Deduct	↓ Deduct	↓ Deduct	
	BD/CC - 1.125%	BD/CC - 1.125%	BD/CC - 1.125%	BD/CC - 1.125%	0.9
	SFA 7.5%	SFA 7.5%	SFA 0%	SFA 0%	5.6
	↓ Allocate	↓ Allocate	↓ Allocate	↓ Allocate	
	Net Base	Net Incremental	Net Incremental	Net Incremental	
EXCELLENCE FUND		2/3 = 66.67% (60.92% after BD/CC/SFA)			17.1
FACULTY	50% Net Base (45.69% after BD/CC/SFA)	1/3 * 50% = 16.67% Net incremental (15.23% after BD/CC/SFA)	60% Net Base (59.33% after BD/CC/SFA)	70% Net Base (69.21% after BD/CC/SFA)	29.4
CENTRAL	50% Net Base (45.69% after BD/CC/SFA)	1/3 * 50% = 16.67% Net incremental (15.23% after BD/CC/SFA)	40% Net Base (39.55% after BD/CC/SFA)	30% Net Base (29.66% after BD/CC/SFA)	27.9
					80.8

UBC

UBCO TAM DRIVERS

Driver	Tuition Driver	Allocation Basis	Teaching Faculty	Home Faculty	Central	Excellence Fund	SFA	Bad Debts	Credit Card
1	Domestic UG Base	Course FTE	54.98%	N/A	36.65%	N/A	7.25%	1.00%	0.125%
2	Domestic UG Differentiated	Course FTE	N/A	50.33%	33.55%	N/A	15.00%	1.00%	0.125%
6.1	International UG Base	Course FTE	45.69%	N/A	45.69%	N/A	7.50%	1.00%	0.125%
6.2	International UG Incremental	Course FTE	15.23%	N/A	15.23%	60.92%	7.50%	1.00%	0.125%
11	Domestic Graduate Program	Net Tuition	56.33%	N/A	37.55%	N/A	5.00%	1.00%	0.125%
11.3	Designated Graduate Program (MDS)	Net Tuition	69.21%	N/A	29.66%	N/A	N/A	1.00%	0.125%
11.4	International Graduate Program	Net Tuition	59.33%	N/A	39.55%	N/A	N/A	1.00%	0.125%

Source : *March 2023 TAM Data*

2022/23 TUITION ALLOCATION MODEL BEFORE TUITION DEFERRAL

Tuition Allocation Model (2022/23)	Total TAM Tuition
($thousands)	
Domestic Tuition Allocations	**47,804**
Total Undergraduate Domestic Tuition per TAM	44,382
Domestic Graduate	3,422
ISI Tuition Allocations	**80,765**
Base Undergraduate International Tuition per TAM	46,182
Incremental Undergraduate International Tuition per TAM	28,012
International Graduate	6,571
Other Allocations	**422**
COOP Tuition	422
Total Tuition Allocation	**128,991**

| Allocation						
Faculty	Central	Excellence Fund	SFA	Bad Debt	Credit Card	Total
26,376	**17,475**	**-**	**3,416**	**478**	**60**	**47,804**
24,402	16,218	-	3,262	444	55	44,382
1,974	1,257		153	34	4	3,422
29,358	**27,870**	**17,064**	**5,565**	**808**	**101**	**80,765**
21,099	21,099	-	3,464	462	58	46,182
4,266	4,266	17,064	2,101	280	35	28,012
3,992	2,505	-	-	66	8	6,571
365	**52**	**-**	**-**	**4**	**1**	**422**
365	52	-	-	4	1	422
56,098	**45,397**	**17,064**	**8,980**	**1,290**	**161**	**128,991**

UBCO Faculty Revenue Breakdown
2022/23 Actual
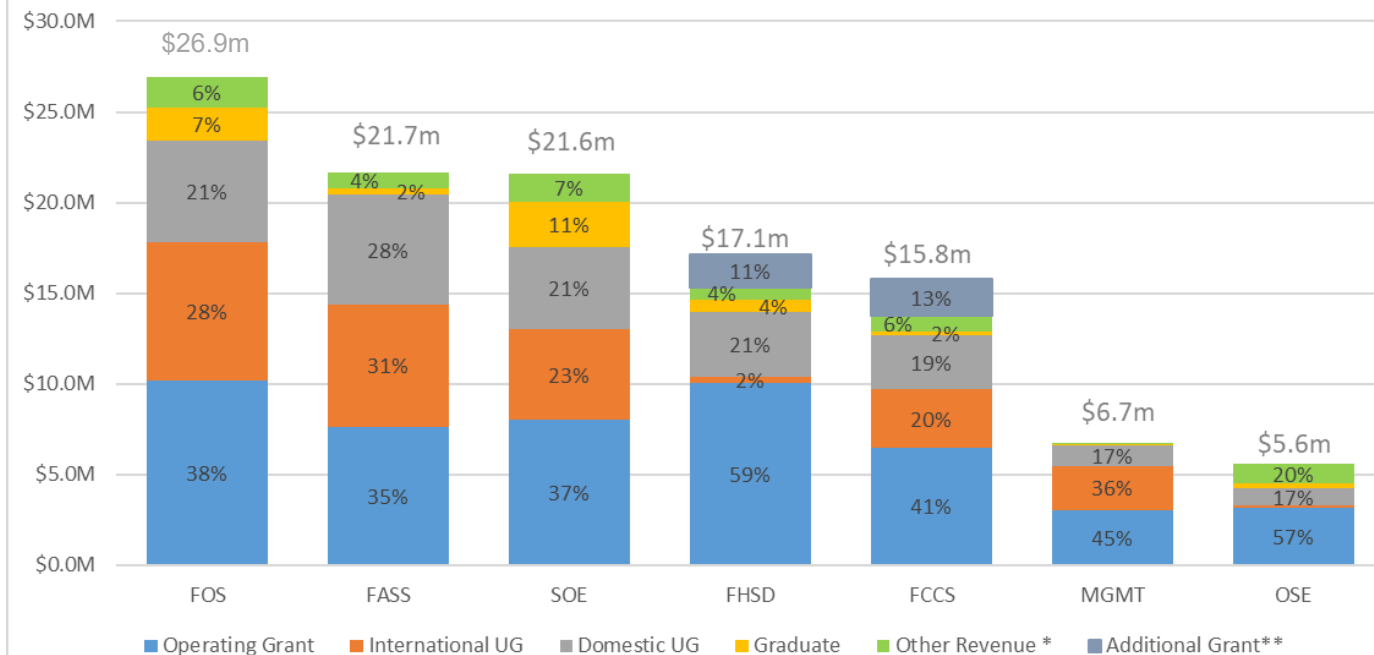
Operating Grant Includes both recurring and one-time
*   Other Revenue includes Excellence Fund supports (Interfund Transfers In) and departmental revenue
** Additional Grant includes one-time Faculty support from Contingency or Excellence Fund
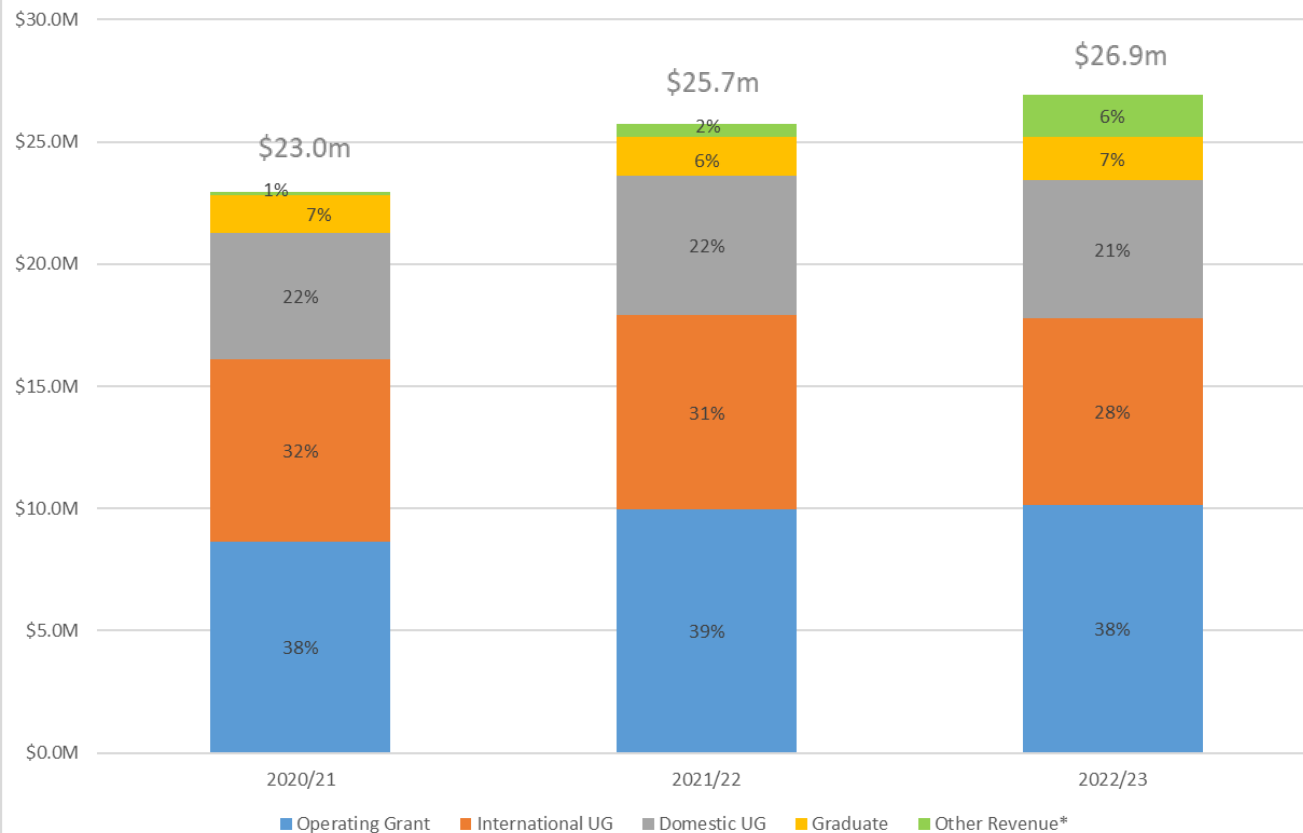
9

Faculty of Arts & Science - Total Revenue
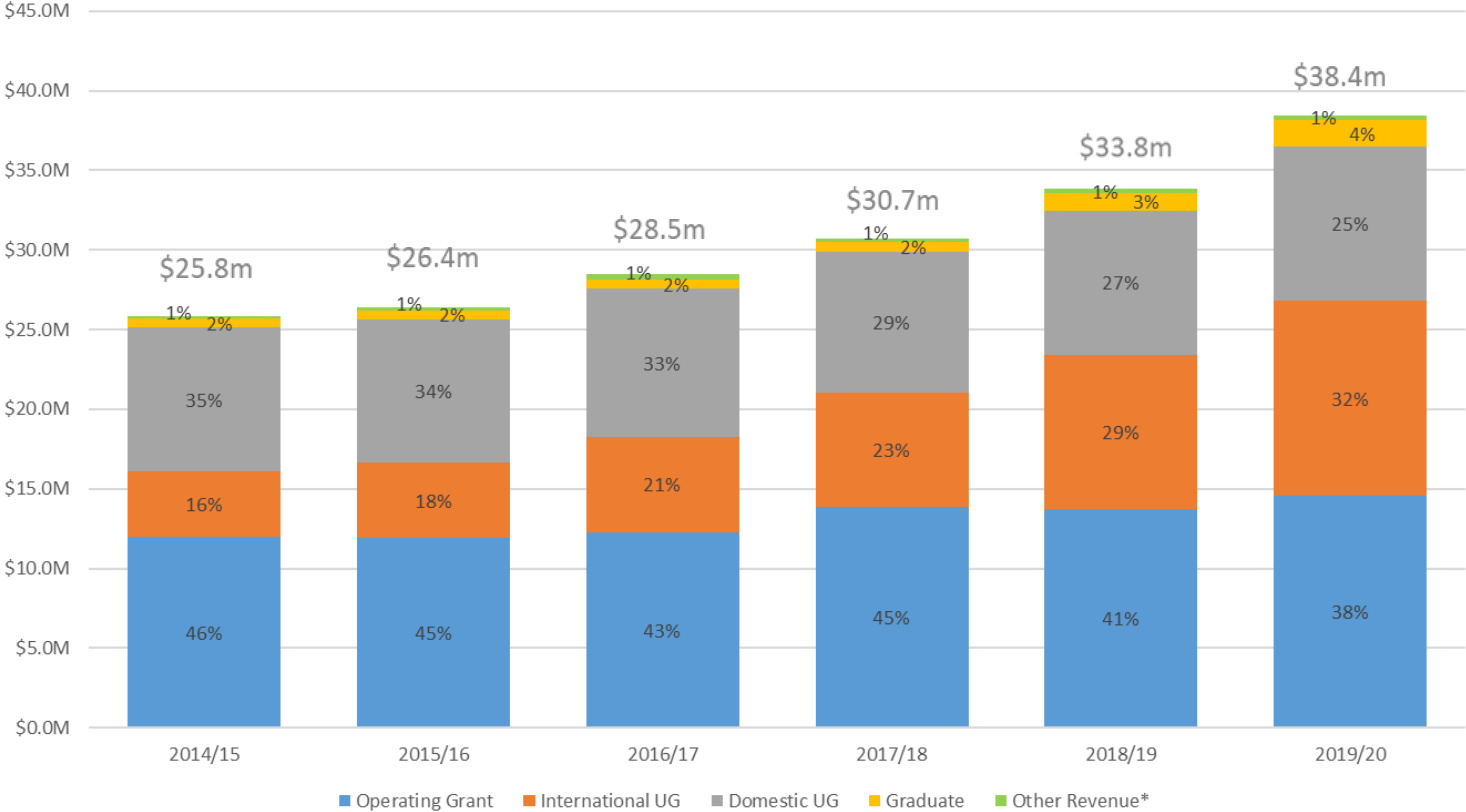
Operating Grant Includes both recurring and one-time
* Other Revenue includes Excellence Fund supports (Interfund Transfers In) and departmental revenue

10

Faculty of Science - Total Revenue

Operating Grant Includes both recurring and one-time
* Other Revenue includes Excellence Fund supports (Interfund Transfers In) and departmental revenue
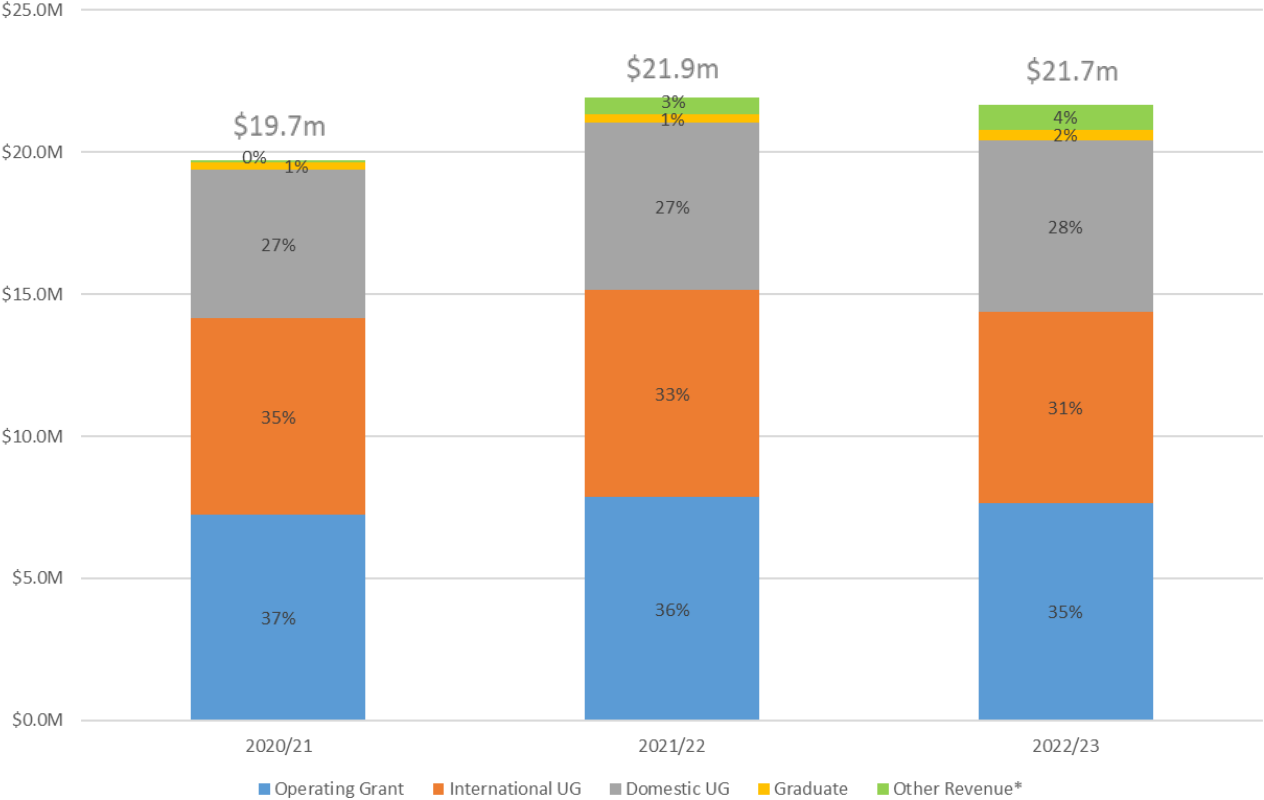
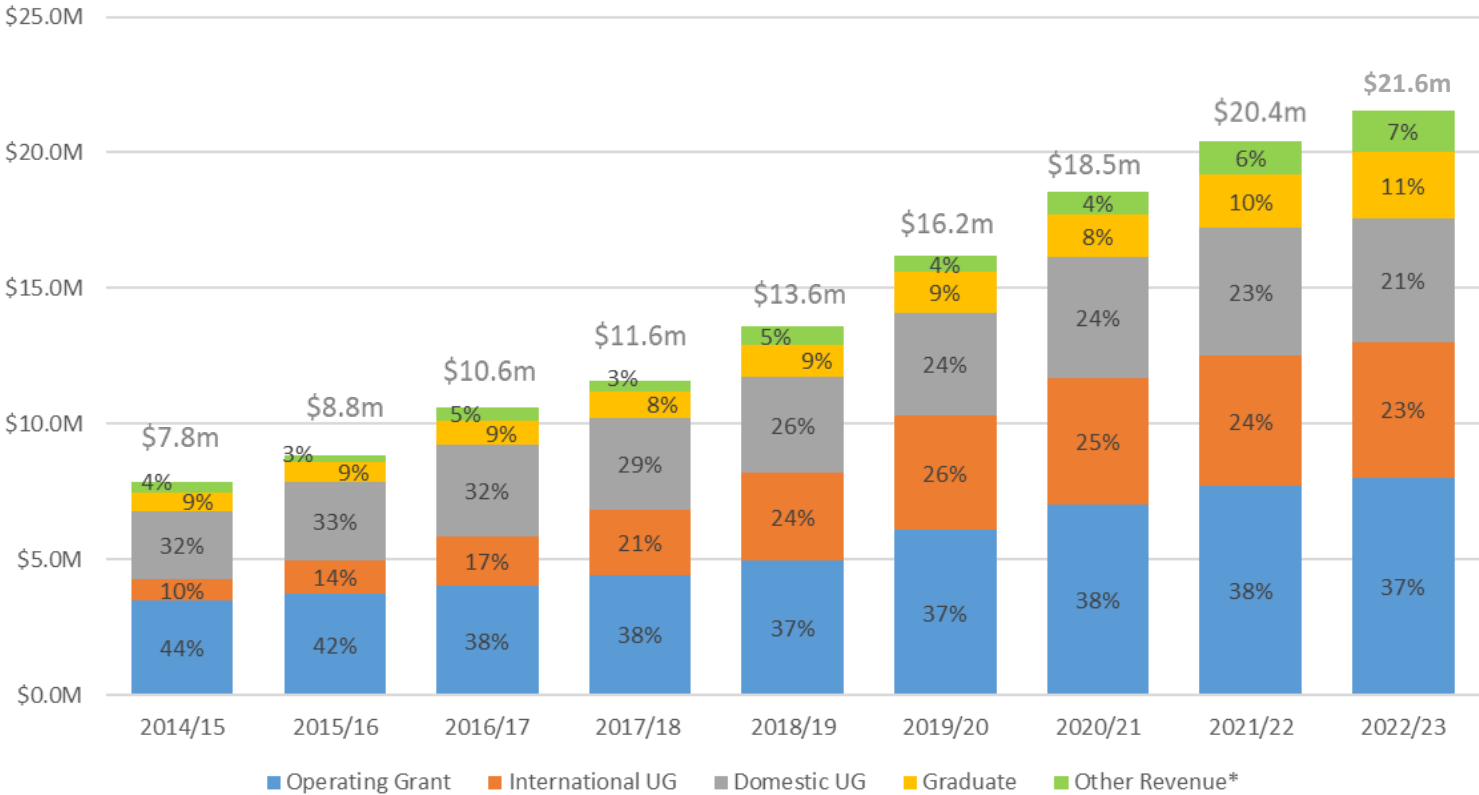# Faculty of Arts & Social Sciences - Total Revenue

Operating Grant Includes both recurring and one-time
* Other Revenue includes Excellence Fund supports (Interfund Transfers In) and departmental revenue

School of Engineering - Total Revenue

Operating Grant Includes both recurring and one-time
* Other Revenue includes Excellence Fund supports (Interfund Transfers In) and departmental revenue

Faculty of Health & Social Development - Total Revenue

Operating Grant Includes both recurring and one-time
* Other Revenue includes Excellence Fund supports (Interfund Transfers In) and departmental revenue
** Additional Grant includes one-time Faculty support from Contingency or Excellence Fund

14
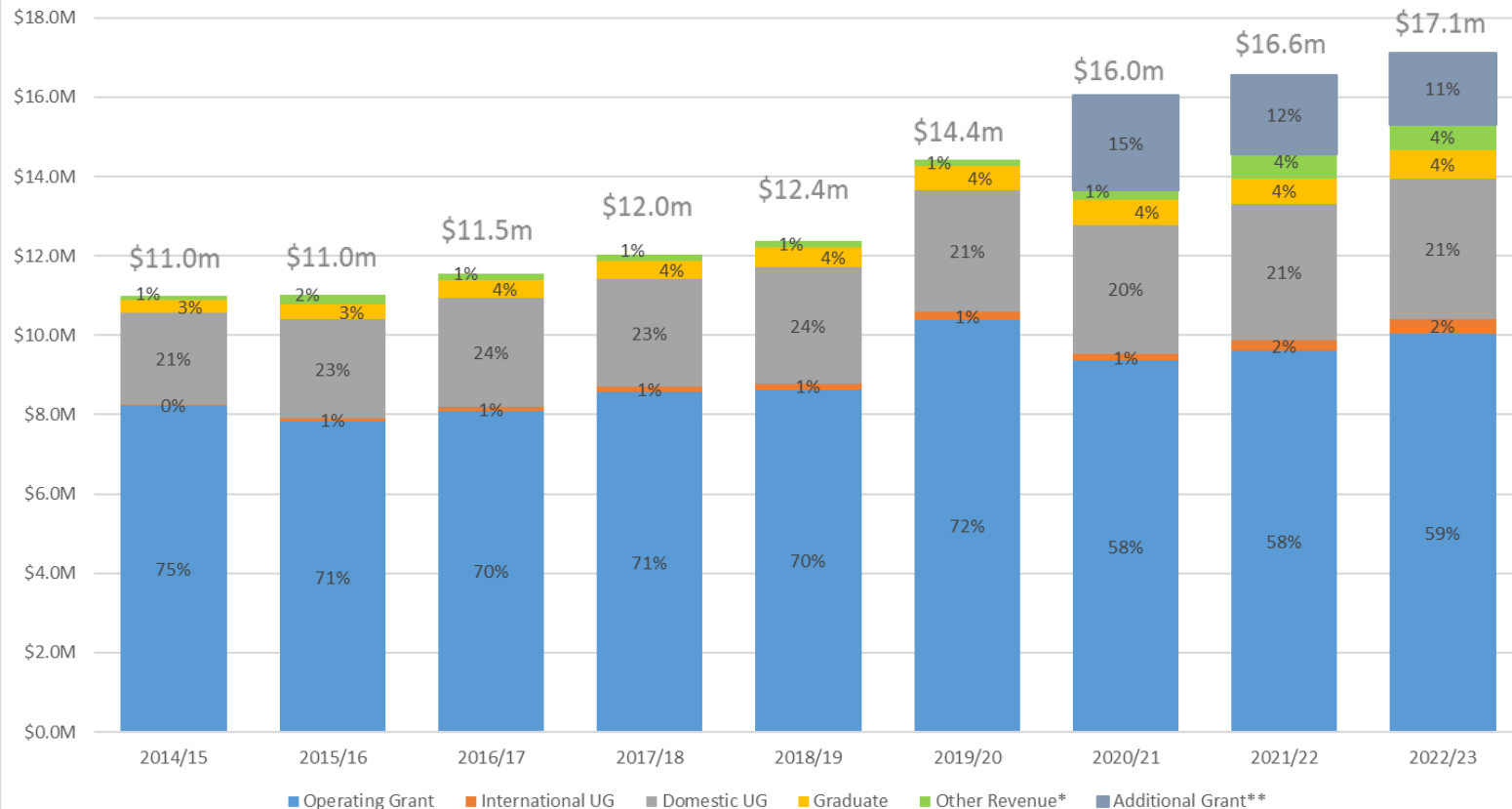
Faculty of Creative & Critical Studies - Total Revenue
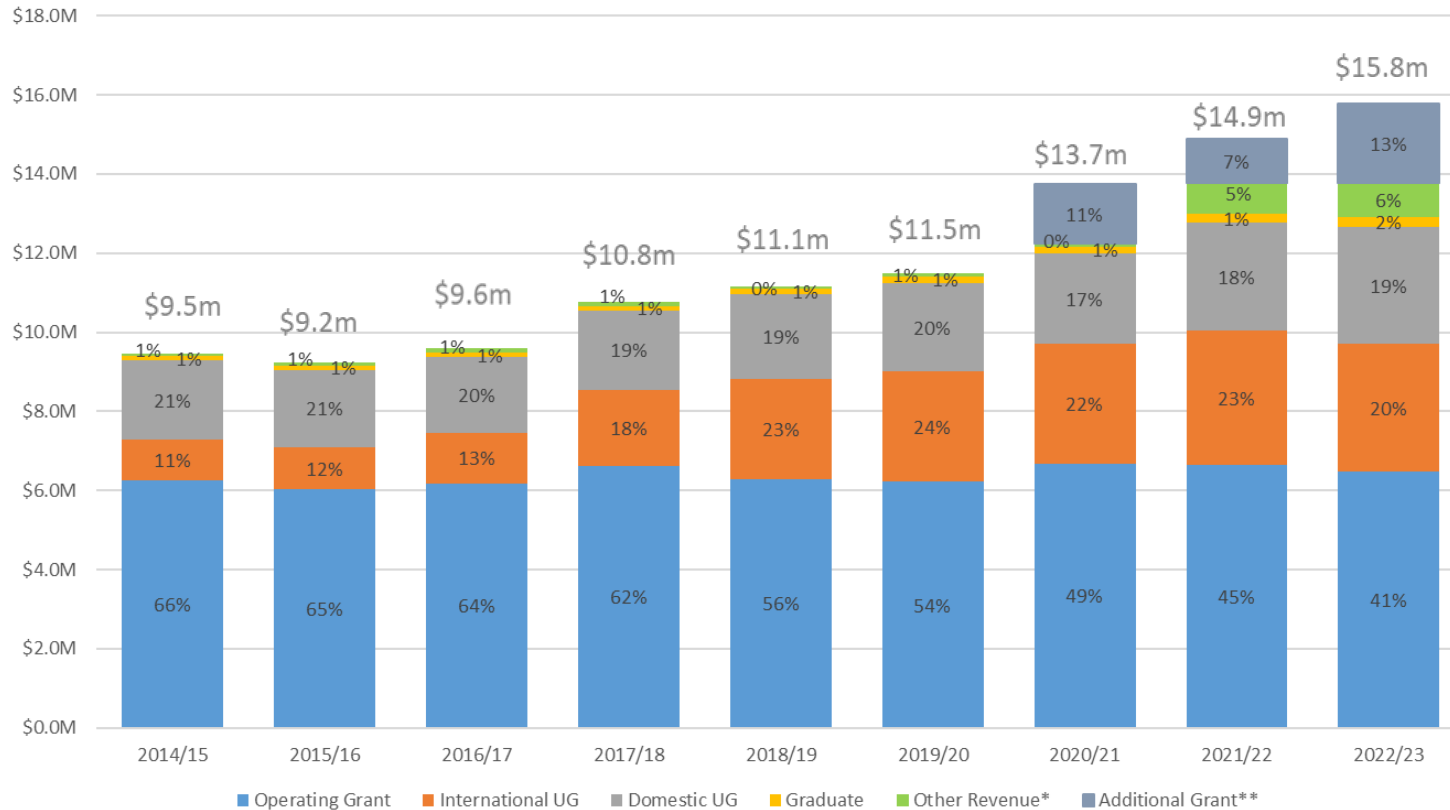
Operating Grant Includes both recurring and one-time
*   Other Revenue includes Excellence Fund supports (Interfund Transfers In) and departmental revenue
** Additional Grant includes one-time Faculty support from Contingency or Excellence Fund

15

Faculty of Management - Total Revenue
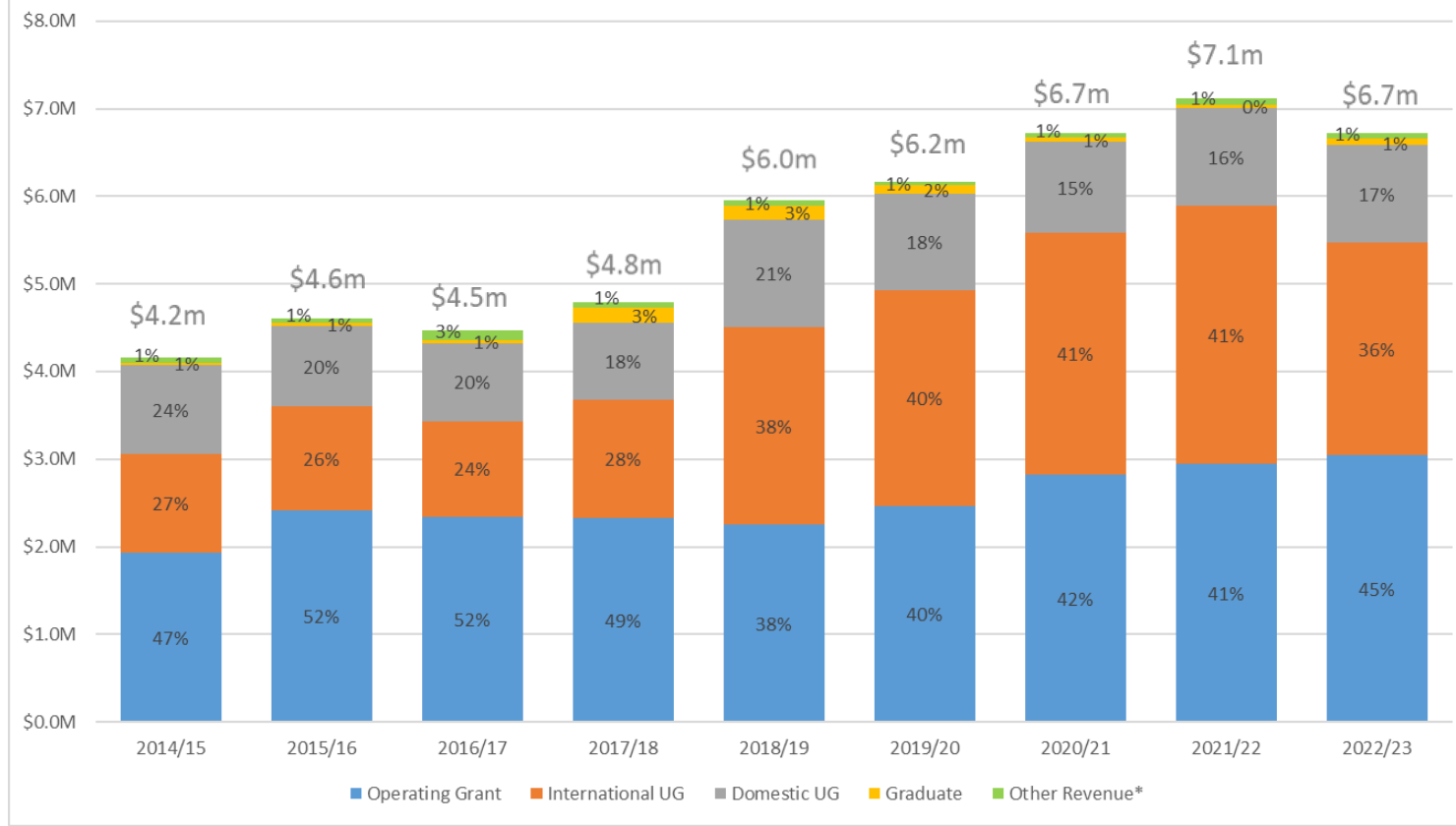
Operating Grant Includes both recurring and one-time
* Other Revenue includes Excellence Fund supports (Interfund Transfers In) and departmental revenue

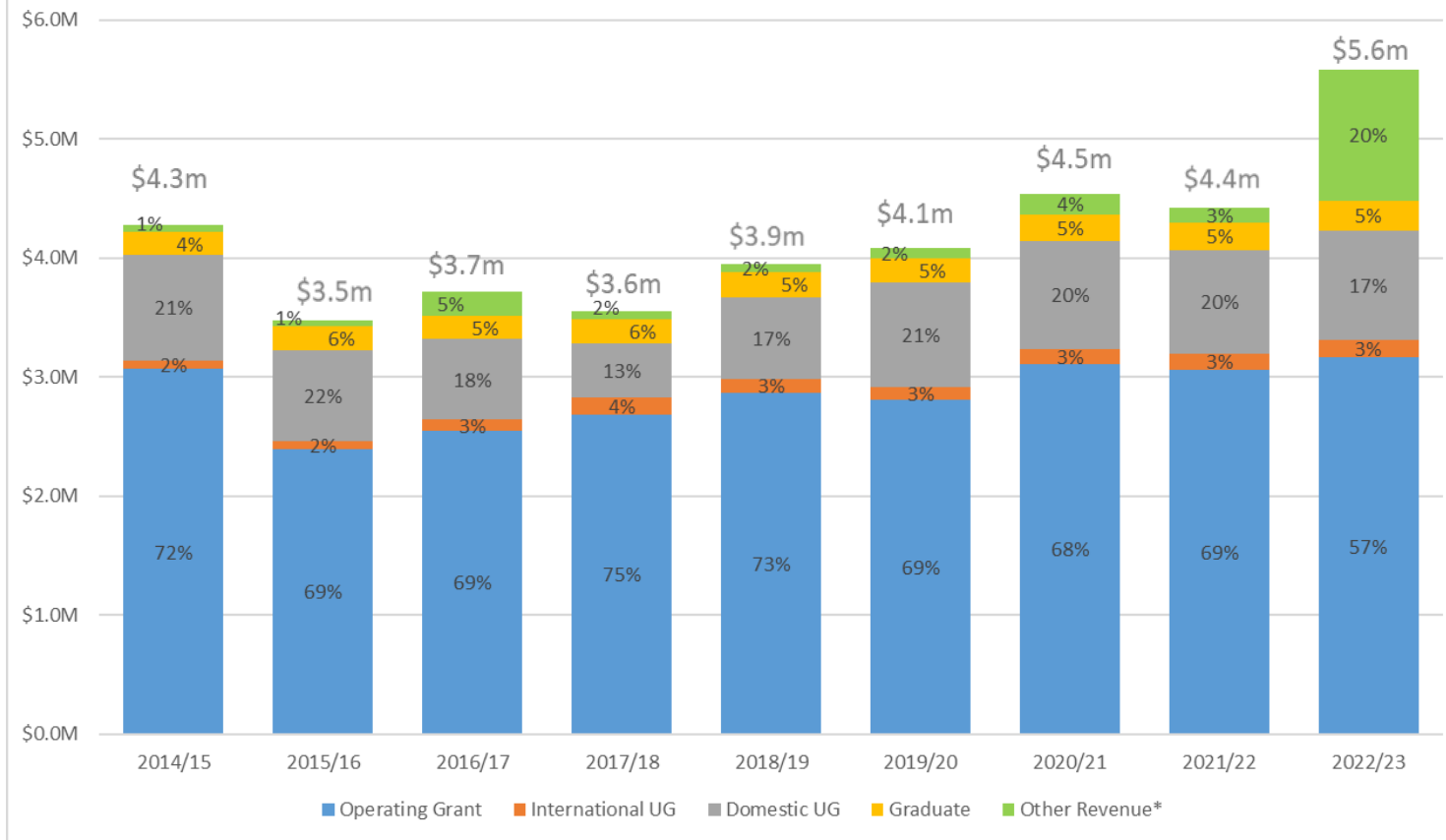# Okanagan School of Education - Total Revenue

Operating Grant Includes both recurring and one-time
* Other Revenue includes Excellence Fund supports (Interfund Transfers In) and departmental revenue

17

THE UNIVERSITY OF BRITISH COLUMBIA

Scheduling Report
May 2023

Planning for the next term

Rehan Sadiq, Rella Ng, Bert Annear

Principles of Scheduling

- The timetable is modelled around student success,
  - ensuring the classes needed are provided to students
  - That the student day should be reasonable
    - Allows reasonable work/study/life balance
    - Allows student appropriate time to work to support their education.
  - The schedule attempts to consider all students equitably, across faculties and within faculties
  - The timetable should be inclusive in that it does not disadvantage any student

- The timetable will be optimized to facilitate clash-free enrolment in core courses, in a student's program of study.
- The timetable will provide pathways for students to progress through their program for a timely completion.

The Final Report to Senate

1. Primary concerns indicated by Faculty

2. Data regarding the current scheduling process, including:

   • Faculty teaching schedule by teaching days, hours per day, by Faculty, by status (research faculty or EL faculty)

   • Student schedule information – student days per week, student hours per day, by program

3. Classroom designation – general use or specific use

4. Classroom utilization

5. Future Plans

Concerns indicated by Faculty

- Time for Child Care

- 8 am classes

- Evening Classes

- Specific time for classes

- Ability for students to learn in the morning

- Ability for students to learn in the evening

- The number of research days vs teaching days
- Time for Administrative Responsibilities
    - Faculty meetings
    - Departmental meetings
    - Other obligations
- External obligations
- Religious observation
- Mature students have responsibilities that impact their ability to attend classes

Better training is required for program coordinators to do scheduling and understand the questions being asked in the system

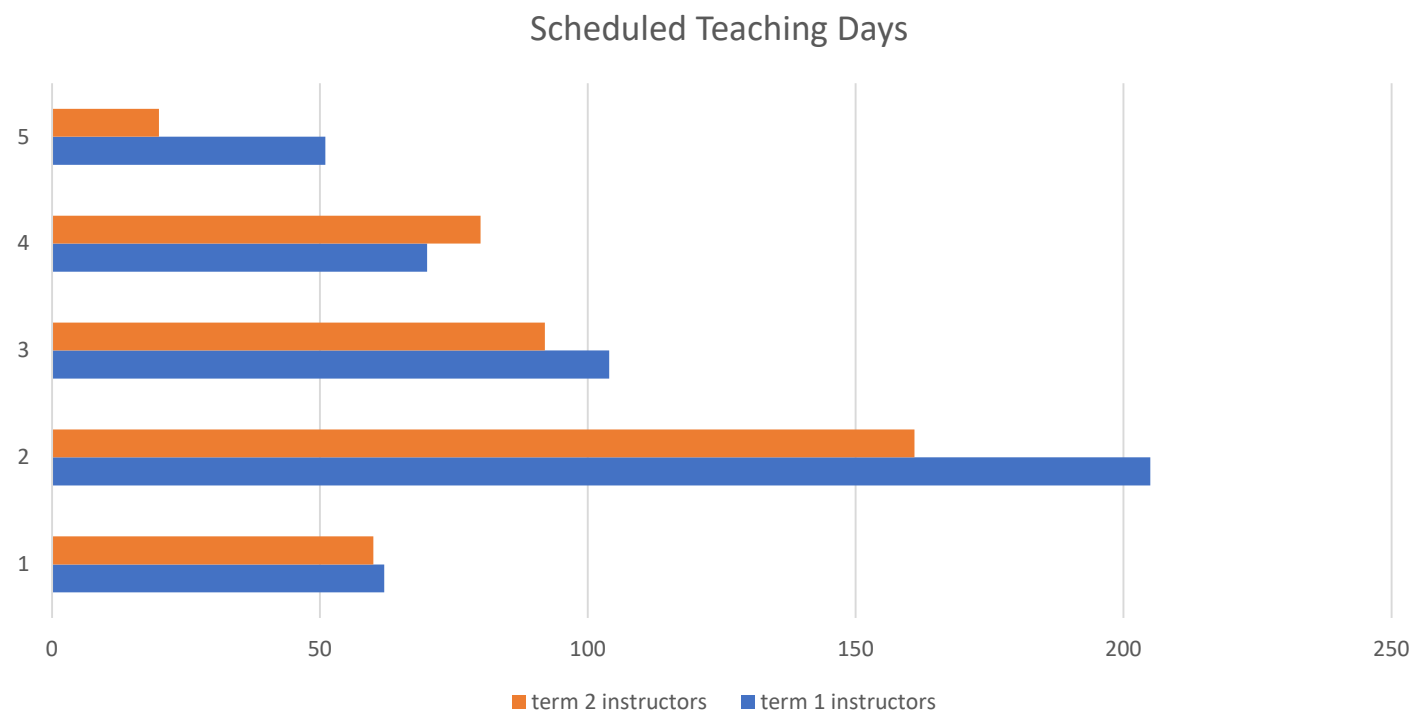Better timing during the year to make it easier for workload

4

Scheduled Teaching days

- **Overall institution based on information from 2022-23 schedule**

Scheduled Teaching Days

■ term 2 instructors   ■ term 1 instructors

Percentage of professors with equal to or less than 3 teaching days per week is for the year was 75.6% . It is important to note that some Faculties have chosen to teach 5 days a week.

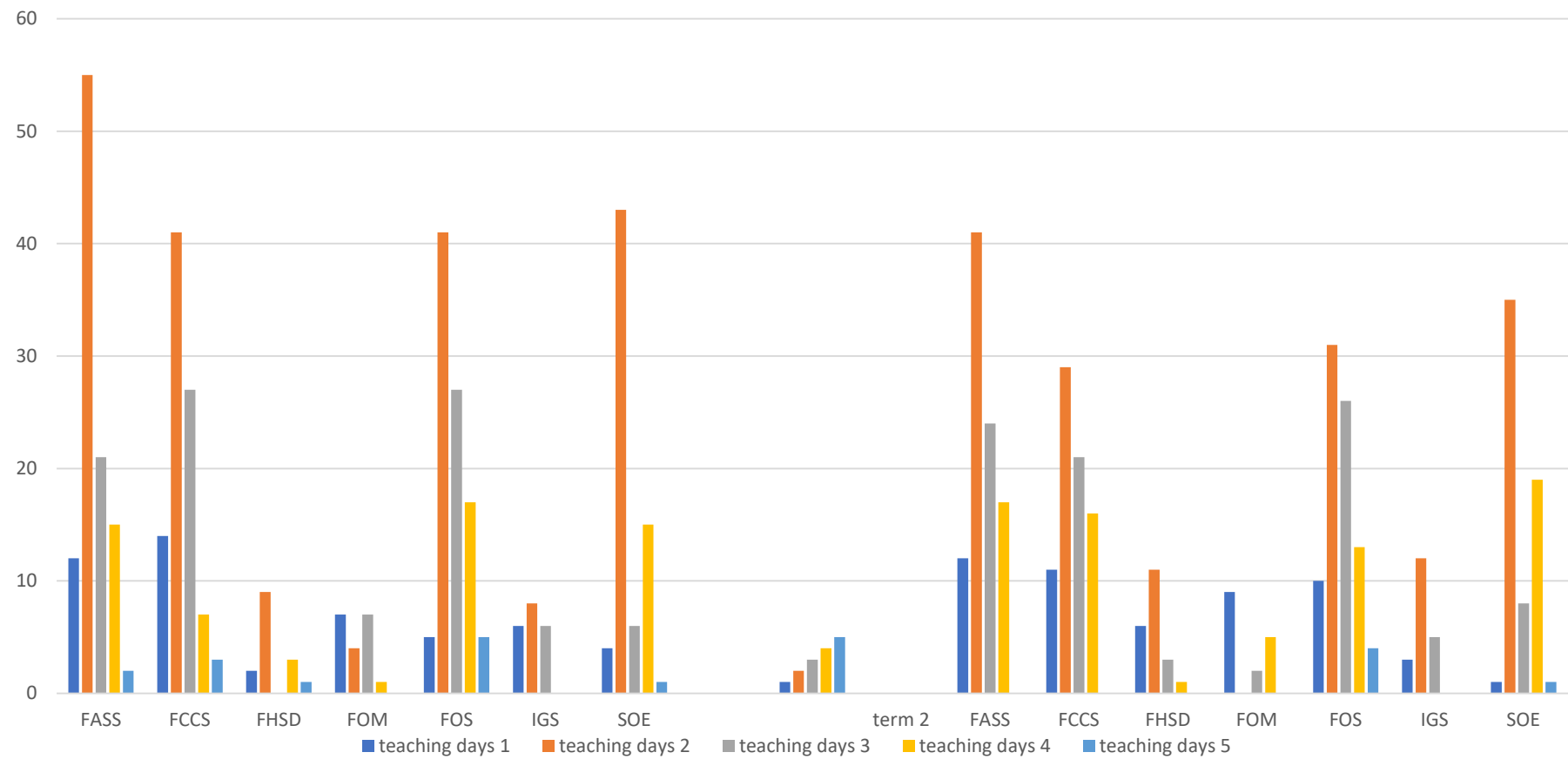# Faculty Teaching Schedule Information by Faculty type

type	term 1					total hours	total days	term 2					total hours	total days
	m	t	w	th	f			m	t	w	th	f		
unknown						0	0						0	0
Professor (tenure)						0	0			1.5		1.5	3	2
Assistant Professor (tenure-track)						0	0		1.5	1.5	1.5	1.5	6	4
unknown						0	0		1.5	3	1.5	3	9	4
unknown		3	1.5	3	1.5	9	4	1.5	3	1.5	3		9	4
Assistant Professor (tenure-track)						0	0	1.5	1.5	1.5	1.5		6	4
Assistant Professor (tenure-track)						0	0						0	0
unknown						0	0						0	0
Professor (tenure)	1.5	1.5	1.5	1.5		6	4						0	0
unknown						0	0						0	0
Associate Professor (tenure)			1.5		1.5	3	2		1.5		1.5		3	2
Professor of Teaching (tenure)		1.5	1.5	1.5	1.5	6	4							
Assistant Professor (tenure-track)	1.5		3		1.5	6	3		1.5		1.5		3	2
Associate Professor (tenure)	2		3			5	5		1.5		1.5		3	2
Assistant Professor (tenure-track)			3		3	6	2	1.5		1.5			3	2
Professor (tenure)	1.5		1.5			3	2	1.5	1.5	1.5	1.5		6	4
Professor (tenure)						0	0						0	0
unknown						0	0						0	0
unknown						0	0						0	0
Assistant Professor (tenure-track)		1.5		1.5		3	2	1.5	1.5	1.5	1.5		6	4

Waiting for the scheduling team to be able to have time in their workload

6

Teaching days by Faculty by term
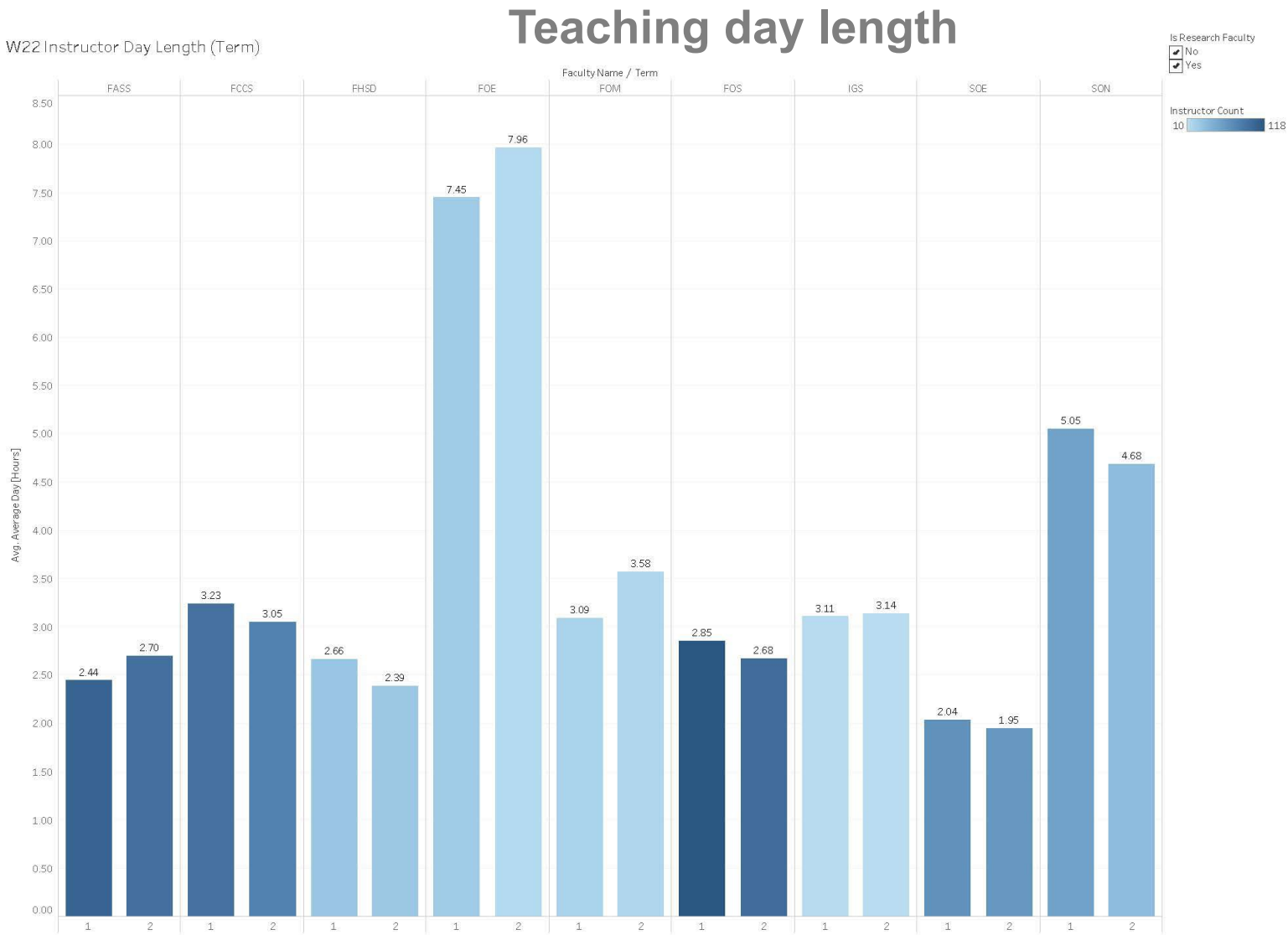

This is based on scheduling data and does not reflect professorial title or tenure track, as well as the actual workload hours on each teaching day.
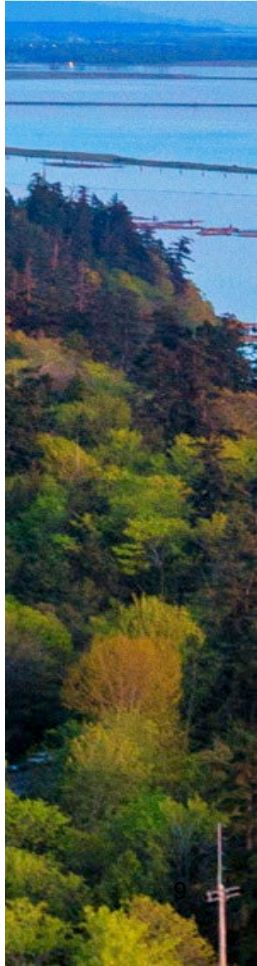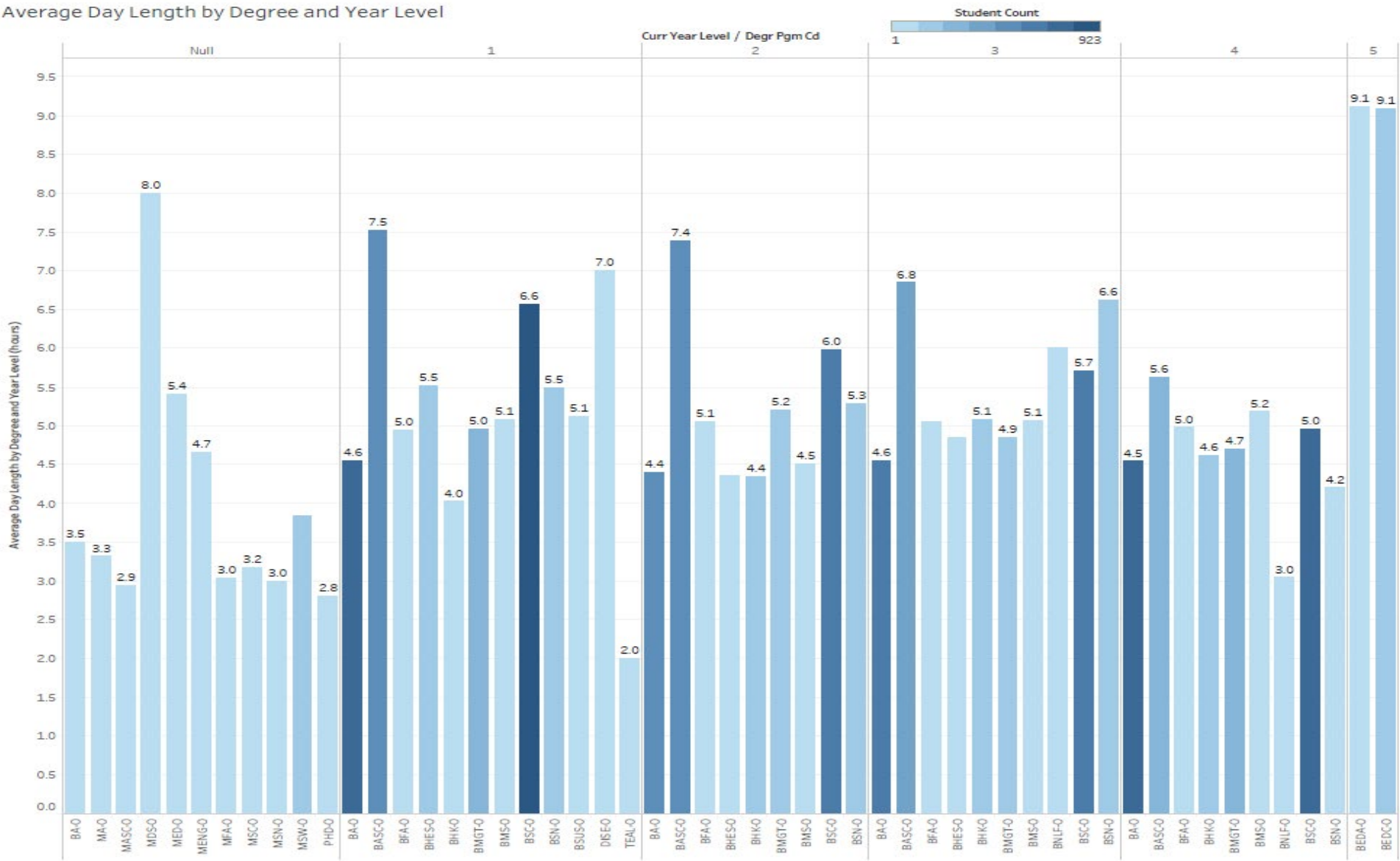
7

Teaching day length

Note: the School of Nursing and Education have made specific choices in their scheduling or have instances which require longer days due to relationships with teaching/practicum locations outside of the university.
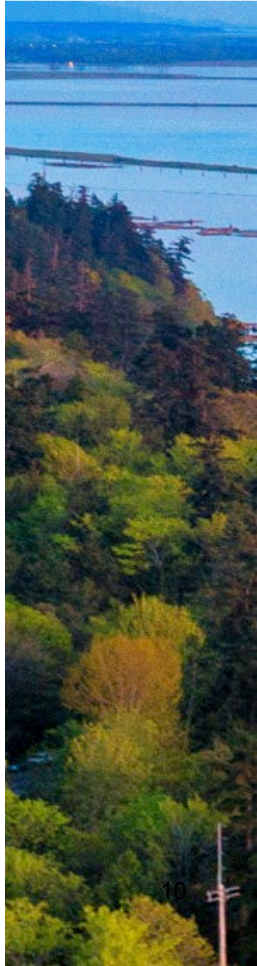
Average Student Day length by Degree and Year

Average Day Length by Degree and Year Level

Average Number of classes per Day by Degree and Year
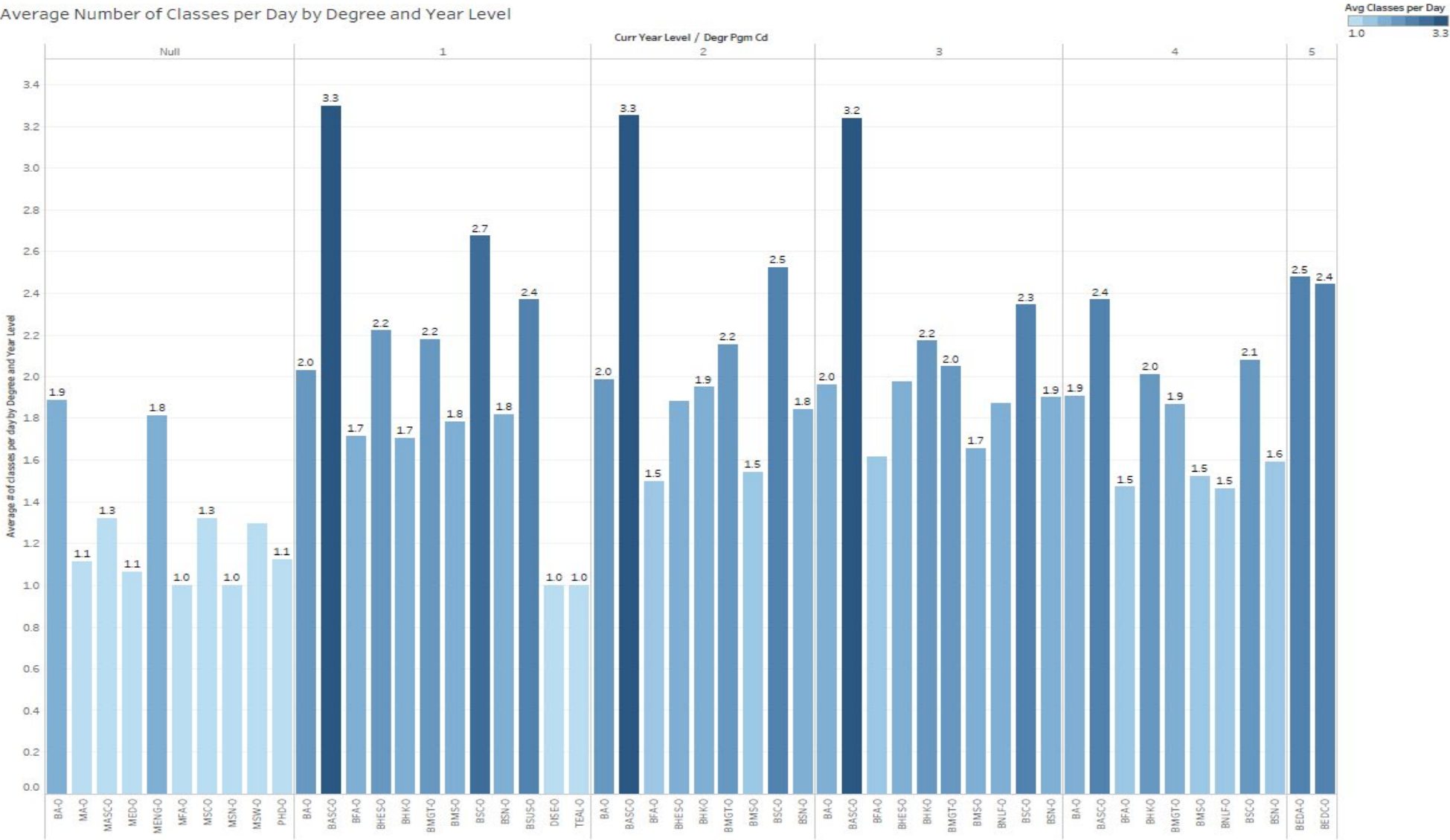
Classroom types

Size Band	General Use Classroom	General Use Mac Lab	General Use PC Lab	Restricted Classroom	Restricted Studio	Restricted Lab - Dry	Restricted Lab - Wet	Grand Total
1-19	1				1	3		5
20 - 29	2		3		7	18	16	46
30 - 39	10	1	3	2		7		23
40 - 49	17		1			6		24
50 - 59	1							1
60 - 70	4							4
71 - 79	1							1
80 - 109	8							8
110 - 119	2							2
120 - 126	2							2
127 - 150	1							1
181 - 192	1							1
193 - 200	1			1				2
301+	3							3
Grand Total	54	1	7	3	8	34	16	123

ICI Building information

Size Band	General Use Classroom	General Use Mac Lab	General Use PC Lab	Restricted Classroom	Restricted Studio	Restricted Lab - Dry	Restricted Lab - Wet	Grand Total
1-19	2					1		3
20 - 29	2							2
30 - 39	1					1		2
40 - 49			1					1
50 - 59								0
60 - 70								0
71 - 79								0
80 - 109								0
110 - 119								0
120 - 126								0
127 - 150								0
181 - 192								0
193 - 200	1							1
301+								0
Grand Total	6	0	1	0	0	2	0	9

Classroom utilization by schedule

Term 1

Size Band	Count of Rooms	Avg. STH HRS Per Week Calc	Avg. Peak Hrs Per Week For AVG
1 - 19	1	100%	100%
20 - 29	2	96%	92%
30 - 39	10	91%	92%
40 - 49	17	91%	93%
50 - 59	1	100%	100%
60 - 70	4	89%	88%
71 - 79	1	88%	81%
80 - 109	8	91%	91%
110 - 119	2	100%	100%
120 - 126	2	81%	90%
127 - 150	1	86%	91%
181 - 192	1	100%	100%
193 - 200	1	100%	100%
301+	3	93%	97%
Grand Total	54	92%	93%

Term 2

| Size Band	Count of Rooms	Avg. STH HRS Per Week Calc	Avg. Peak Hrs Per Week For AVG
1 - 19	1	100%	100%
20 - 29	2	91%	89%
30 - 39	10	89%	90%
40 - 49	17	90%	91%
50 - 59	1	100%	100%
60 - 70	4	96%	93%
71 - 79	1	85%	80%
80 - 109	8	89%	87%
110 - 119	2	82%	84%
120 - 126	2	96%	100%
127 - 150	1	94%	92%
181 - 192	1	100%	100%
193 - 200	1	100%	100%
301+	3	94%	94%
Grand Total	54	91%	91%

13

Future Plans

1. Establish a Concession/exemption Committee

2. Provide improved training for program coordinators

3. Reviewing the timing of the schedule and preparation of information that impact results
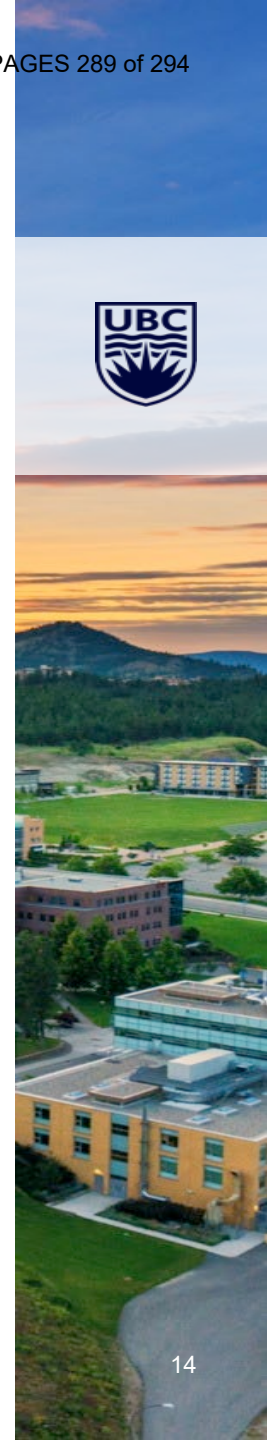
Questions?

THE UNIVERSITY OF BRITISH COLUMBIA

Thank you

UBC | THE UNIVERSITY OF BRITISH COLUMBIA

18 May 2023

To: Okanagan Senate

From: Rella Ng, Registrar

Re: Update to Winter Session Term 1 of the 2023/24 Academic Year (information)

The Okanagan Senate approved term dates for the 2023/24 academic year at its 26 January 2023 meeting. At that time, the Registrar noted the University had not received direction from the Province regarding whether the National Day for Truth and Reconciliation would be observed as a statutory holiday, and therefore the day was counted as a teaching day. The Registrar confirmed that if the National Day for Truth and Reconciliation is observed as a statutory holiday and teaching days are adjusted accordingly, the academic year would still meet the minimum number of teaching days, as required by Senate Policy O-125: *Term and Formal Examination Scheduling*.

Following are Winter Session Term 1 dates that were approved in January:

Winter Session Term 1	
Term 1 begins	Tuesday, September 5, 2023
Mid-term break	November 13-17, 2023*
Last day of Term 1 classes	Thursday, December 7, 2023
First day of exams for Term 1	Sunday, December 10, 2023
Last day of exams for Term 1	Thursday, December 21, 2023
Number of Teaching Days	62

Subsequent to the January meeting, the Province introduced legislation to recognize the National Day for Truth and Reconciliation as a statutory holiday. As a result, the number of teaching days in Winter Session Term 1 have been adjusted as follows:

Winter Session Term 1	
Term 1 begins	Tuesday, September 5, 2023
Mid-term break	November 13-17, 2023*
Last day of Term 1 classes	Thursday, December 7, 2023
First day of exams for Term 1	Sunday, December 10, 2023
Last day of exams for Term 1	Thursday, December 21, 2023
Number of Teaching Days	61

Note: The Senate approved the observance of the National Day for Truth and Reconciliation in 2021 and 2022.

THE UNIVERSITY OF BRITISH COLUMBIA

Office of the Senate
UNC 322 | 333 University Way
Kelowna, BC V1V 1V7

Phone 250 807 9619
Email: Okanagan.senate@ubc.ca
senate.ubc.ca

18 May 2023

To: Okanagan Senate

From: Rella Ng, Registrar

Re: 2023-2026 Triennial Election Results

Set out below is the fourth set of election results for the 2023-2026 triennium.

Faculty-Specific Representatives to Senate

Further to the third call for nominations for faculty members of the Okanagan Campus to fill the remaining positions for representatives of each of the Faculties on the Okanagan Campus on the Okanagan Senate issued on 6 April 2023, nine (9) valid nominations were received. Therefore, pursuant to Section 15 of the *University Act*, the following faculty members are acclaimed as elected as representatives of the Faculties on the Okanagan Campus on the Okanagan Senate for terms beginning on 1 September 2023 and ending 31 August 2026 and thereafter until successors are elected:

Faculty of Applied Science
- **Peyman Yousefi, Lecturer**

Faculty of Creative and Critical Studies
- **Nikhita Obeegadoo, Assistant Professor**

Faculty of Management
- **Amir Ardestani-Jaafari, Assistant Professor**

Faculty of Science
- **Robert Lalonde, Associate Professor**

Three (3) valid nominations were received for the two (2) Faculty of Arts and Social Sciences representative positions, and two (2) valid nominations were received for the one (1) remaining Faculty of Health and Social Development representative position; therefore, elections are required. Polls will be open 8-19 May 2023.

A fourth call for nominations for the remaining positions was issued on 4 May 2023.

Convocation Representatives to Senate

Further to the third call for nominations for Convocation members to fill the one (1) remaining position for a representative of the Convocation on the Okanagan Senate issued on 6 April 2023,

THE UNIVERSITY OF BRITISH COLUMBIA

one (1) valid nomination was received. Therefore, pursuant to Section 15 of the University Act, the following Convocation member is acclaimed as elected as representative of the Convocation on the Okanagan Senate for a term beginning on 1 September 2023 and ending 31 August 2026 and thereafter until a successor is elected:

- **Negin Jalili**