

THE UNIVERSITY OF BRITISH COLUMBIA



Vancouver Senate Admissions Committee
c/o
Enrolment Services | Senate & Curriculum Services
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May 2, 2008

To: Vancouver Senate

From: Admissions Committee

Re: **Academic Leave (approval) and Calendar Changes on Admission Items (Faculty of Arts and Faculty of Graduate Studies) (approval) and Immunization Requirements – Faculty of Pharmaceutical Sciences (approval)**

a. Academic Leave (approval)(circulated)

The Admissions Committee has reviewed and recommends to Senate for approval the proposed calendar entry on Academic Leave. A student in good academic standing may take an academic leave of up to two consecutive Winter Sessions and maintain registration eligibility in the same program.

***Motion:** That Senate approve the proposed calendar entry on Academic Leave.*

b. Calendar Changes on Admission Items – Faculty of Arts and Faculty of Graduate Studies (approval)(circulated)

The Admissions Committee has reviewed and recommends to Senate for approval the proposed calendar changes to admission requirements for applicants to the Faculty of Arts (Department of Theatre and Film – Diploma in Film Studies) and to the Faculty of Graduate Studies (Land and Food Systems – Integrated Studies in Land and Food Systems graduate programs)

***Motion:** That Senate approve the revised calendar entries on admission requirements for applicants to the Faculty of Arts (Department of Theatre and Film – Diploma in Film Studies) and the Faculty of Graduate Studies (Land and Food Systems -Integrated Studies in Land and Food Systems graduate programs), effective September 2008.*

c. Immunization Requirements – Faculty of Pharmaceutical Sciences (approval)(circulated)

The Admissions Committee has reviewed and recommends to Senate for approval the proposed calendar entry on Post-Acceptance Requirements for applicants to the Faculty of Pharmaceutical Sciences. Prior to the start of all clinical rotations, all students must submit evidence of immunization as described in the attached calendar entry.

***Motion:** That Senate approve the proposed calendar entry on Post-Acceptance Requirements for applicants to the Faculty of Pharmaceutical Sciences, effective September 2008.*

Respectfully submitted,

Dr. James Berger, Chair
Senate Admissions Committee



UBC Undergraduate Admissions Proposal Form Change to Admission Requirements

<p>Department: Undergraduate Admissions</p> <p>SAC Approval Date: : April 23, 2008</p> <p>Effective Session: Effective for automatic eligibility generation for the 2009 sessions and onward</p>	<p>Date: April 23, 2008</p> <p>Contact Person: Rosalie Vlaar, Senior Policy Analyst, Undergraduate Admissions</p> <p>Phone: 604-822-4240</p> <p>Email: Rosalie.Vlaar@ubc.ca</p>
<p>Proposed Calendar Entry:</p> <p>V. Policies and Regulations</p> <p style="text-align: center;">Contents</p> <ul style="list-style-type: none"> <u>Definitions</u> > <u>Student Declaration and Responsibility</u> > <u>Academic Honesty and Standards</u> > <u>Academic Freedom</u> > <u>Academic Accommodation for Students with Disabilities</u> > <u>Teaching Evaluation</u> > <u>Attendance</u> > <u>Space in Courses</u> > <u>Cancellation of Classes</u> > <u>Program Requirements</u> > <u>Requirements to Receive a Degree or Diploma</u> > <u>Academic Assessment</u> > <u>Grading Practices</u> > <u>Academic Standing</u> > <u>Academic Performance Evaluations</u> > <u>Advancement Regulations</u> > <u>Graduation</u> > <u>Change of Registration</u> > <u>Withdrawal</u> > <u>Letter of Permission to Study at Another Institution</u> > Academic Leave > <u>Academic Concession</u> > <u>Review of Assigned Standing</u> > 	<p>URL:</p> <p>http://www.students.ubc.ca/calendar/index.cfm?tree=3,0,0,0</p> <p>Present Calendar Entry:</p> <p>V. Policies and Regulations</p> <p style="text-align: center;">Contents</p> <ul style="list-style-type: none"> <u>Definitions</u> > <u>Student Declaration and Responsibility</u> > <u>Academic Honesty and Standards</u> > <u>Academic Freedom</u> > <u>Academic Accommodation for Students with Disabilities</u> > <u>Teaching Evaluation</u> > <u>Attendance</u> > <u>Space in Courses</u> > <u>Cancellation of Classes</u> > <u>Program Requirements</u> > <u>Requirements to Receive a Degree or Diploma</u> > <u>Academic Assessment</u> > <u>Grading Practices</u> > <u>Academic Standing</u> > <u>Academic Performance Evaluations</u> > <u>Advancement Regulations</u> > <u>Graduation</u> > <u>Change of Registration</u> > <u>Withdrawal</u> >



- [Transcript of Academic Record](#) >
- [Retention of Student Records](#) >
- [Senate Appeals on Academic Standing](#) >
- [Student Conduct and Discipline](#) >

- [Letter of Permission to Study at Another Institution](#) >
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Text for new page linked to the contents page above:

Academic Leave

A student who is in good academic standing may take an academic leave of up to two consecutive Winter Sessions. Before taking leave, all students are advised to discuss their plans with an academic advisor in their faculty or school. Students in cohort-based or limited enrolment programs are required to seek permission for an academic leave prior to departing due to a limited ability to accommodate leaves in such programs (e.g. Commerce and Medicine). Please consult the appropriate section of the UBC Calendar for information regarding taking a leave from your Faculty or program.

Students with a student loan or scholarship are advised to consult with the Student Financial Assistance and Awards Office prior to taking a leave as there may be financial implications.

A student in good academic standing in their last session at UBC but who has not registered at UBC for more than two consecutive Winter Sessions must apply to re-enter their academic program of study. Readmission is not guaranteed. Students who are readmitted will be governed by the academic regulations and program requirements in effect at the time of readmission to the University and are advised to consult with an academic advisor.

Type of Action: Add new “Academic Leave” calendar entry describing the extension of automatic eligibilities to register in the same program for a two-year period after the student is in good academic standing.

Rationale: UBC currently has no policy on academic leave from undergraduate programs. Rather than grant students a formal academic leave, requiring additional paperwork and an adjudication process, many universities simply extend the eligible period over which a student who was in good academic standing may register for courses in the same program. For example, a student might be able to withdraw from study for parental, employment, financial, elder-care or any other reason for some period of time before which they would be required to reapply for admission.

The ultimate goal of extending eligibilities to allow for academic leave is to offer flexibility to undergraduate students, reduce manual processing that does not add value, and encourage a higher rate of return to studies at UBC following a leave.



Proposed Calendar Entry:

II. Admissions

Readmission

Currently attending UBC students who wish to change faculties or apply for readmission to a new faculty must meet the University minimum average of 60% or 2.0 grade point average. Some programs may require a competitive admission average.

Students who have previously attended UBC **and who are no longer automatically eligible to register** may apply for readmission online at the [Student Service Centre](#). There is a non-refundable \$60.00 application fee for all readmission applications. Students who have attended any post-secondary institution(s) since last in attendance at UBC will be required to submit a transcript(s) and must qualify for readmission. Please see [readmission and academic leave for more information](#).

URL:

<http://www.students.ubc.ca/calendar/index.cfm?tree=2,273,0,0>

Present Calendar Entry:

II. Admissions

Readmission

Currently attending UBC students who wish to change faculties or apply for readmission to a new faculty must meet the University minimum average of 60% or 2.0 grade point average. Some programs may require a competitive admission average.

Students who have previously attended UBC may apply for readmission online at the [Student Service Centre](#). There is a non-refundable \$60.00 application fee for all readmission applications. Students who have attended any post-secondary institution(s) since last in attendance at UBC will be required to submit a transcript(s) and must qualify for readmission. Please see [readmission information](#).

Type of Action: Update admission section of calendar to reflect the extended automatic eligibilities to register.

Rationale: Clarity with respect to new policy, as described above.



UBC Undergraduate Admissions Proposal Form Change to Admission Requirements

<p>Faculty: Arts Department: Theatre and Film</p> <p>Effective Session: W Term 1 Year 2008 for Change</p>	<p>Date: October 14, 2007 Contact Person: Sharon McGowan Phone: 604-720-9629 Email: sharon.mcgowan@ubc.ca</p>
<p>URL: http://www.students.ubc.ca/calendar/index.cfm?tree=12,197,287,0</p> <p>Proposed Calendar Entry: Diploma in Film Production</p> <p>The Department of Theatre and Film offers the Diploma in Film Production consisting of three years of concentrated study.</p> <p>In this program, students learn the techniques, practices and theory of filmmaking. There are options to study more deeply in the areas of documentary filmmaking, alternative cinema, and screenwriting.</p> <p>Applicants must have completed a bachelor's degree.</p> <p>The number of available places is strictly limited: application and submission of supporting materials is required. Preference will be given to students with strong evidence of creative ability. Prospective applicants should consult the Film Program website concerning admission requirements, application deadline, and current course offerings, or contact the Film Program office.</p> <p>All students enrolled in the Diploma in Film Production program will be reviewed annually to determine whether they should continue in their course of study.</p>	<p>URL: http://www.students.ubc.ca/calendar/index.cfm?tree=12,197,287,0</p> <p>Present Calendar Entry: Diploma in Film Production</p> <p>The Department of Theatre and Film offers the Diploma in Film Production consisting of three years of concentrated study.</p> <p>In this program, students learn the techniques, practices and theory of filmmaking. There are options to study more deeply in the areas of documentary filmmaking, alternative cinema, and screenwriting.</p> <p>Applicants must have completed a bachelor's degree in Arts, Science or Commerce.</p> <p>The number of available places is strictly limited: application and submission of supporting materials is required. Preference will be given to students with strong evidence of creative ability. Prospective applicants should consult the Film Program website concerning admission requirements, application deadline, and current course offerings, or contact the Film Program office.</p> <p>All students enrolled in the Diploma in Film Production program will be reviewed annually to determine whether they should continue in their course of study.</p> <p>Type of Action: Delete restrictions on the types of bachelor's degrees that applicants may present.</p> <p>Rationale: To remove restrictions on potential applicants with other backgrounds.</p>



UBC Admissions Proposal Form Change to Admission Requirements

<p>Faculty: Graduate Studies Land & Food Systems Soil Science SAC Approval Date: April 23, 2008</p> <p>Effective Session: 2008W</p>	<p>Date: February 12, 2008 Contact Person: Dr. Art Bomke Phone: 2-6534 Email: fert@interchange.ubc.ca</p>
<p>Proposed Calendar Entry:</p> <p>TOEFL and GRE Requirements ... Integrated Studies in Land and Food Systems: 577 / 233 ...</p> <p>Internet-based TOEFL Scores ... Integrated Studies in Land and Food Systems: 90</p>	<p>URL: http://www.students.ubc.ca/calendar/index.cfm?tree=12,204,345,0</p> <p>Present Calendar Entry: enter new line in TOEFL/GRE table [3101]</p> <p>Type of Action: To indicate TOEFL minimum for admission to the Integrated Studies in Land and Food Systems graduate programs.</p> <p>Rationale: The requirements are not currently listed in the calendar. The levels chosen are consistent with other LFS graduate programs.</p>



UBC Admissions Proposal Form Change to Course or Program

<p>Faculty: Pharmaceutical Sciences Faculty Approval Date: April 17, 2008 SAC Approval Date: April 23, 2008 Effective Session: <u>W</u> Term: <u>1</u> Year: <u>2008</u></p>	<p>Date: April 20, 2008 Contact Person: David Fielding Phone: 2-5447 Email: dwfield@interchange.ubc.ca</p>
<p>Proposed Calendar Entry:</p> <p>Post-Acceptance Requirements The Faculty of Pharmaceutical Sciences requires all students to be fully compliant with the current guidelines against vaccine-preventable diseases prior to the commencement of clinical activities. These guidelines state proof of immunity status must be available and the clinical site can request a copy of immunization documentation from students at any time in preparation for or during a clinical placement. Prior to November 1st, or prior to the start of any clinical rotations or patient contact (whichever occurs first), all first-year undergraduate students must submit to the Faculty’s Office of Student Services evidence of immunization for Tetanus/Diphtheria-Toxoid, Polio, MMR, Chickenpox and Hepatitis B and a negative TB skin test result (if the skin test is positive, a chest x-ray is required).</p> <p>Documentation of disease and vaccinations must be provided through a written assessment from a health care provider (physician or nurse), and must include the type of disease/immunization, the date of the event, laboratory results (if required), and the signature of the health care provider. This documentation must be provided to the Faculty’s Student Services Office and will be kept in the student’s record. Failure to comply with</p>	<p>URL: http://www.students.ubc.ca/calendar/index.cfm?tree=12,213,397,390</p> <p>Present Calendar Entry: None</p> <p>Type of Action: Inclusion in the UBC calendar a statement related to the Faculty of Pharmaceutical Sciences immunization policy, after “Registration” [4495] and before “Academic Regulations” [4499].</p> <p>Rationale: This calendar entry will inform students applying to the Faculty of the requirement to provide proof of immunity to vaccine preventable diseases prior to any patient contact. It is an expectation of our clinical sites that the students’ immunization status for certain vaccine preventable diseases be up-to-date and verifiable.</p>



documentation requirement could result in the individual being barred from the clinical setting.

All students will have their vaccination records reviewed. Students with a positive test result for any communicable disease may face restrictions in the course of their pharmacy training and may be constrained in their ability to practice

In addition, all students are required to obtain an influenza vaccination each year. If it is contraindicated for a student to receive the influenza vaccine, the student must have a current written prescription for antiviral medication. In the event of an influenza outbreak at the healthcare institution in which a student is placed, evidence of a current influenza vaccination must be provided. Non-immunized students may be required to start antiviral medication or they may be prohibited from continuing their placement therefore delaying their progression in the program.