



THE UNIVERSITY OF BRITISH COLUMBIA
Vancouver Senate Secretariat
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Enrolment Services
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VANCOUVER SENATE

MINUTES OF FEBRUARY 24, 1999

Attendance

Present: President M. C. Piper, Dr. P. Adebar, Mr. R. Appoo, Dean *pro tem* D. R. Atkins, Mr. M. Beese, Dr. I. Benbasat, Dr. J. D. Berger, Dean J. Blom, Dr. G. W. Bluman, Mr. P. T. Brady, Dr. P. C. Burns, Mr. P. T. Burns, Dean J. A. Cairns, Ms. A. Cheema, Mr. A. Chui, Ms. L. Chui, Mr. M. Edwards, Dr. V. Froese, Dr. J. H.V. Gilbert, Dean F. Granot, Mr. H. D. Gray, Rev. J. Hanrahan, Dr. P. G. Harrison, Dean M. Isaacson, Dr. M. R. Ito, Dean M. Klawe, Dr. S. B. Knight, Mr. J. Kondopulos, Mr. O. C.W. Lau, Mr. D. K. Leung, Mr. T. P. T. Lo, Dr. D. M. Lyster, Dr. D. J. MacDougall, Dr. P. L. Marshall, Dr. W. R. McMaster, Mr. W. McMichael, Mr. W. B. McNulty, Mr. A. Mitchell, Mr. R. Morin, Dean S. Neuman, Dr. J. M. Orr, Mr. V. Pacradouni, Mr. R. L. de Pfyffer, Dean M. Quayle, Dr. D. P. Rolfsen, Dr. H. J. Rosengarten, Dr. R. W. Schutz, Dean N. Sheehan, Dr. C. E. Slonecker, Ms. K. Sonik, Mr. A. H. Soroka, Dr. S. Thorne, Dr. J. Vanderstoep, Mr. D. R. Verma, Dr. P. A. Vertinsky, Dr. D. Ll. Williams, Dr. W. C. Wright, Jr., Dr. R. A. Yaworsky, Mr. A. Zuniga.

Regrets: Chancellor W. L. Sauder, Vice-President B. C. McBride, Dean F. S. Abbott, Mr. W. Cheung, Dr. V. Gomel, Mr. C. L. Gorman, Dr. A. G. Hannam, Dr. F. G. Herring, Dr. V. J. Kirkness, Mr. J. Ko, Prof. P. T. K. Lin, Mr. B. Liu, Mr. R. W. Lowe, Dr. M. MacEntee, Dr. K. May, Acting Dean John McLean, Dr. T. F. Pedersen, Dr. W. J. Phillips, Mr. G. Podersky-Cannon, Ms. C. Quinlan, Prof. J. A. Rice, Ms. L. M. Sparrow, Dr. J. R. Thompson, Dr. M. Thompson, Dr. W. Uegama, Dean E. H. K. Yen.

Senate Membership

Dr. Slonecker, as chair of the Agenda Committee, announced that the Committee had been asked to consider a request from Ms. Lica Chui, student representative of the Faculty of Medicine, regarding a retroactive leave of absence from Senate. Ms Chui had been absent

from the November 1998, December 1998 and January 1999 meetings of Senate due to conflicting academic responsibilities.

<i>Dr. Slonecker</i>	}	<i>That Ms. Lica Chui, a student representative of the Faculty of Medicine, be granted retroactive leave from the November 1998 and December 1998 meetings of Senate and that she be permitted to complete her term on Senate to March 31, 1999.</i>
<i>Dr. Rosengarten</i>		

Carried.

Minutes of the Previous Meeting

<i>Mr. Brady</i>	}	<i>That the minutes of the fifth regular meeting of Senate for the 1998/99 session, having been circulated, be taken and adopted as read.</i>
<i>Dr. Burns</i>		

Carried.

Business Arising from the Minutes

STUDENT DISCIPLINE (P. 12030)

President Piper gave a brief report on interpretation of the *University Act* with respect to student discipline. Following discussion at the January 20, 1999 meeting of Senate regarding additions to the *Calendar* entry on student discipline, President Piper had sought advice from the Associate Vice-President, Academic and Legal Affairs, and the President summarized his advice.

Section 61 of the *University Act* states quite clearly that the President is solely responsible for student discipline and student sanctions; the senate is not referenced as having any involvement in student discipline except with regard to appeals. Also pursuant to the *University Act*, the senate has responsibility to provide for preparation and publication of the university calendar. Senate therefore has authority over the general content of the *Calendar*, but only has specific responsibility for the exact publication of the sections in which it has power. Because Senate

does not have jurisdiction in the area of student discipline, President Piper concurred with the recommendation that additions to the *Calendar* section on student discipline be brought to Senate for information rather than approval.

Mr. Soroka pointed out that the proposed addition to the list of offences had been taken from a section of the Criminal Code of Canada which deals with sentencing principles, and that the items referenced in the proposal are normally taken into account as matters of aggravation rather than as offences unto themselves. Mr. Soroka expressed the opinion that offences are quite well-covered in the existing *Calendar* entry and that the addition of a multiplicity of offences was unnecessary. President Piper thanked Mr. Soroka for his advice.

GOLDEN KEY NATIONAL HONOUR SOCIETY (PP. 12020-1)

In response to questions posed by Mr. Edwards at the January 20, 1999 meeting of Senate regarding UBC's relationship with the Golden Key National Honour Society, President Piper invited Dr. Rosengarten to give a report.

Dr. Rosengarten recalled Mr. Edwards' questions about whether UBC had examined the background of the Society before asking the President to endorse it, and what benefits UBC students might derive from membership. He also made reference to a recent article in the *Ubysey* student newspaper which had raised similar questions. The following is a summary of Dr. Rosengarten's report.

The Golden Key National Honour Society was founded at Georgia State University in 1977. The honour society is a long tradition in the United States, beginning in the eighteenth century. The aims of Golden Key are to encourage learning, recognize leadership and promote tolerance and understanding. Golden Key is the first American undergraduate society to offer membership to

Canadian students. Other international chapters are located in Australia and Malaysia. There are currently over 270 chapters world-wide, with approximately 800, 000 lifetime members. Chapters currently exist at many American universities. The Golden Key Board of Directors includes the respective presidents of Tufts University, Golden State University and McGill University.

To be eligible for membership in the Golden Key National Honour Society, a student must obtain a grade-point average in the top fifteen percent of his/her class from the second year onward in a baccalaureate program; both part-time and full-time students qualify. The fee for life membership is \$80, plus the optional \$15 purchase of a Society pin.

Golden Key first contacted UBC in June 1996, and representatives met with the Vice-President, Academic and Provost, the Vice-President Student and Academic Services, and the Registrar. These officers of the University agreed to further investigate the advantages of UBC affiliation with Golden Key, and in August 1996, Ms. Carol Gibson, the Director of Awards and Financial Aid, was asked to conduct this investigation. The Committee of Deans gave its support in-principle for this affiliation. Mr. Blair Grabinsky, then the Manager of Career Services, and an undergraduate student from the Faculty of Arts attended a conference in Atlanta in August 1997. They gathered information about the relationships between Golden Key, its corporate affiliates, and university career services offices, as well as on the relationships between the Golden Key administration, chapter advisors and students. They were also asked to investigate the Society's commitment to diversity and equality of opportunity, its commitment to academic excellence, and its interest in promoting cultural understanding. Both Mr. Grabinsky and the student were very favourably impressed, and reported that, as far as they could tell, the claims made by the Society were supported in practice. At the request of the Campus Advisory Board on Student Development (CABSD), Ms. Gibson gathered further information regarding the Society's financial

standing by examining its financial statements and an audit report written by a Georgia accounting firm. CABSD learned that the AMS had voted against supporting the establishment of a chapter of what it considered to be an "elitist American" organization on the UBC campus. Despite this information, CABSD voted 15-1, with 5 abstentions, to recommend going forward. Dr. Maria Klawe, who was then the Vice-President, Student and Academic Services, agreed to monitor the Society and to review its relationship with UBC after two years of operation. The UBC chapter of the Golden Key National Honour Society was inaugurated on November 16, 1998, over two years after the Society had first contacted UBC.

Dr. Rosengarten expressed the opinion that the University had acted cautiously, and not precipitously, had examined the Society's claims, had reviewed its financial statements, and had considered that the Society is represented at major institutions in the United States, Canada and Australia.

Dr. Rosengarten addressed some of the statements in the *Ubyyssey* article. In response to the statement that only five percent of the Society's budget is used for scholarships, Dr. Rosengarten stated that Golden Key is not solely a scholarship-granting organization. In addition to scholarships, the Society also funds chapter activities, publications, an annual convention, conferences and a career service. He further noted that the salary of the Golden Key executive director was reported as \$247 000, a figure which includes benefits and pension contributions; the base salary is actually \$150 000. Golden Key did not send copies of its financial statements to the Atlanta Better Business Bureau, but it was not required to do so as a non-profit organization. Copies of the financial statements are sent annually to every chapter of the Society.

With regard to membership benefits, Golden Key offers scholarships, career contacts with major companies, academic recognition, interaction with prospective mentors and with other students

from a wide variety of backgrounds. The decision to join such a society as well as a judgement about whether members receive adequate value for money must be made by individual students.

Mr. Edwards drew attention to Dr. Rosengarten's statement that Golden Key is not a solely scholarship-granting organization, noting that the Society's literature lists scholarships second on a list of membership benefits. Mr. Edwards also questioned how reasonable it was to expect students to pay a membership fee to receive career assistance, which falls within the mandate of UBC Career Services. He stated that he remained unconvinced that there were benefits in asking each student to pay \$80 to join this organization. Dr. Rosengarten reiterated each prospective member needs to make the decision about whether Golden Key would be of personal benefit.

Mr. Edwards stated that claims made in the Golden Key literature were not supported by its IRS statements. In response to a query, Ms. Gibson stated that UBC had not examined Golden Key's IRS submissions in making the decision to affiliate, but had reviewed fully-audited financial statements prepared by an accounting firm.

Mr. Edwards stated that only \$12 of each \$80 membership fee was returned to the UBC chapter. Dr. Rosengarten replied that, although he did not have information about what other comparable organizations did in this area, Golden Key claims that 75% of memberships fees go back to the chapters, but not necessarily to the chapter from which the money is collected.

Mr. Zuniga asked what cost was incurred by UBC in affiliating with Golden Key. Dr. Rosengarten confirmed that UBC was not required to pay a fee, as the full cost of membership is borne by the individual members. Over 900 students joined Golden Key at its inauguration.

In response to a question from Mr. Gray, Dean Klawe stated that the fact the AMS had voted against supporting Golden Key had been seriously considered by CABSD. Members of CABSD also considered that, whatever their own personal views might be about this organization, that they also needed to respect the right of students to make their own decisions about becoming members.

In response to a question from Dr. Schutz, Dr. Rosengarten confirmed that the Vice-President, Student and Academic Services would be asked to prepare a report to Senate on UBC's relationship with Golden Key in the fall of 2000.

In response to the use of the term "elitist American" organization, Dean Cairns pointed out that American applicants to UBC could consider UBC an "elitist Canadian" organization due to the level of scholarship required to gain admission.

Chair's Remarks and Related Questions

TRIPS IN SUPPORT OF TREK 2000

President Piper described recent trips to Nanaimo and Prince George undertaken in order to deliver the final *Trek 2000* document to these communities and to seek their ongoing input and support in operationalizing the vision. Dr. Michael Goldberg, chair of the Academic Plan Advisory Committee, was particularly well-received in addressing both communities on the state of the British Columbian economy. The group also met with representatives of post-secondary institutions, secondary-school students, chambers of commerce, alumni and members of the media.

FEDERAL BUDGET

President Piper commented that the recently-announced federal budget focuses not only on health issues, but also on knowledge and research. Initiatives that will have tremendous impact on UBC over the next decade include the announcement of an increase of at least \$240 million in funding in the area of health research. All three granting councils will also receive increased base funding in the amount of \$50 million over three years. Networks of Centres of Excellence (NCE's) will receive an additional \$30 million. As several UBC proposals for new NCE's have been highly-rated but have not succeeded in making the cut-off for obtaining funding, this increase in funding is good news for UBC. An additional \$200 million will be added to the existing \$800 million budget of the Canadian Foundation for Innovation. The challenge for UBC, as for others, will be to take advantage of and build upon these advances, and to continue to make the case that research is the foundation for innovation and social and cultural development.

Report on the Academic Plan

In the absence of Vice-President McBride, President Piper announced that copies of the draft Academic Plan would be mailed to members of Senate in the near future, and that a substantial amount of time would be set aside at the March 24, 1999 meeting of Senate for discussion of the draft Academic Plan.

Admissions Committee

INTERNATIONAL BACCALAUREATE AND ADVANCED PLACEMENT COURSES

See 'Appendix A: Proposal to Accept International Baccalaureate and Advanced Placement Courses for Admission'.

As chair of the Admissions Committee, Dr. Harrison introduced a proposal to accept Advanced Placement (AP) and International Baccalaureate (IB) courses for admission. He noted that the MATH 100 Challenge Examination had been renamed as the "UBC-SFU-UVIC-UNBC Calculus Examination Certificate," and that the proposed policy would take effect in September 2000.

Dr. Harrison

Dr. Berger

}

That the proposal to accept International Baccalaureate and Advanced Placement courses for admission be approved.

In response to a query from Dr. Williams, Dr. Harrison confirmed that any IB or AP course, given that the exam was completed, could be presented as an elective, but could not replace any course required for admission to a particular program. The proposed policy would increase the variety of courses that a student might present for admission.

Mr. Mitchell pointed out that there exist two different levels of IB courses, and asked which courses would be acceptable for admission. Dr. Harrison responded that both levels would be acknowledged.

The motion was
put and carried.

FACULTY OF DENTISTRY: ADVANCED STANDING ADMISSIONS

See Appendix B: Faculty of Dentistry Advanced Standing Admissions.

Dr. Harrison presented a proposal to revise the *Calendar* entry regarding admission of students to advanced standing, which appears in the 1998/99 *Calendar* on page 154, column 1.

<i>Dr. Harrison</i>	}	<i>That the revision to the Calendar entry regarding Admission of Students to Advanced Standing in the Faculty of Dentistry be approved.</i>
<i>Dr. Gilbert</i>		

Carried.

FACULTY OF DENTISTRY: INTERNATIONAL DENTAL DEGREE COMPLETION PROGRAM ADMISSIONS

See Appendix C: Faculty of Dentistry International Dental Degree Completion Program Admissions.

Dr. Harrison presented proposed changes to the Faculty of Dentistry Calendar statement on admission to the International Dental Degree Completion Program, which appears in the 1998/99 Calendar on page 154, column 2. Dr. Harrison noted that the admissions process would be reduced from three phases to two, and that the fee structure would be altered, and that applicants would be evaluated on the skills necessary to succeed in the newly-designed Dentistry curriculum.

<i>Dr. Harrison</i>	}	<i>That the proposed changes to admissions to the International Dental Degree Completion Program in the Faculty of Dentistry be approved.</i>
<i>Dr. Gilbert</i>		

Dr. Benbasat drew attention to the fact that the proposal listed fees in both Canadian and American currencies, and asked whether this was customary. After discussion, it was decided that the references to American currency would be deleted throughout the proposal.

Mr. Appoo cited the example of a student in the Faculty of Dentistry who was struggling in the program due to inadequate English language skills. He asked whether the Faculty of Dentistry had plans to adjust the English requirement. Dr. Harrison responded that the Faculty had not proposed to change the English language admission requirement.

The motion, amended to include the deletion of references to American currency, was put and carried.

FACULTY OF MEDICINE: DOCTOR OF MEDICINE ADMISSIONS

See Appendix D: Faculty of Medicine Doctor of Medicine Admissions.

Dr. Harrison presented a proposal to revise the admission statement for the Doctor of Medicine program, and noted that some changes were editorial while others reflected the shift to the new undergraduate curriculum in the Faculty of Medicine.

*Dr. Harrison
Dean Cairns*

}

That the proposed changes to admission to the Doctor of Medicine program in the Faculty of Medicine be approved.

Carried.

Continuing Studies Committee

FACULTY OF ARTS: DIPLOMA IN COLLABORATIVE PIANO STUDIES

Dr. Vanderstoep, as chair of the Committee, presented the following report for information:

At the January 20, 1999 meeting of Senate, the Diploma in Collaborative Piano Studies received approval, subject to subsequent review by the Continuing Studies Committee (Senate Minutes, p.12026).

The Continuing Studies Committee has reviewed the proposal and concurs with the approval granted by Senate.

Elections Committee

ELECTION OF STUDENT REPRESENTATIVES TO THE BOARD OF GOVERNORS

Mr. Lau, as chair of the Committee, presented the following report for information:

Section 43(1) of the *University Act* states that "[t]he senate must make and publish all rules necessary and consistent with this Act in respect of nominations, elections and voting." As part of its rules, Senate has included in the terms of reference of the Senate Elections Committee the power to "hear and dispose of appeals on election irregularities" and to "invalidate an election and call a new election."

On February 4, 1999, the Senate Elections Committee met to consider an allegation of irregularity arising from the 1999 election of two students to the Board of Governors.

The Allegation:

An allegation of irregularity was made against Mr. Ben Liu, a candidate for the Board of Governors, regarding the treatment he received from the AMS Elections Committee.

According to the Electoral Code of Procedure for the AMS, each candidate is entitled to either an interview or a 200-word statement in a campus publication. However, if the candidate declines to be interviewed and chooses not to provide a statement, the candidate's name and the position he/she is running for will nevertheless be printed. In order to fulfill the requirements of their Code, the AMS has a contract with the Ubyyssey Publications Society for the printing of an elections supplement in *The Ubyyssey*.

Since Mr. Ben Liu was neither interviewed nor submitted a statement to the Ubyyssey Publications Society, his name alone was supposed to have appeared in the section of *The Ubyyssey's* election supplement dedicated to Board of Governors candidates. However, his name was accidentally omitted, breaching the contract between the AMS and the Ubyyssey Publications Society. Consequently, all parties came to the following arrangement, in reparation for the omission:

- Labels with Mr. Liu's name would be affixed to the 2000 copies of *The Ubyyssey's* election supplement which would be available at polling stations.
- A free advertisement would be run in an edition of *The Ubyyssey* published during polling week. The advertisement would be restricted to information from one of Mr. Liu's campaign posters which had been approved by the AMS Elections Committee.

At issue in the allegation are the advertisements published during polling week. Since the AMS Code prohibits any campaigning once polling has commenced, the complainants alleged that these advertisements provided Mr. Liu with an unfair advantage.

The Hearing:

In hearing the allegation, the Committee heard from Mr. Ben Liu and two of the complainants. We also heard from Mr. Trevor Franklin, the AMS Ombudsperson, who conducted an investigation into the matter for the AMS Student Council, and from Ms. Vivian Hoffman, the AMS President.

In his report, Mr. Franklin recommended that the election results be overturned since the reparations made to Mr. Liu were inappropriate and created an unfair advantage.

However, both Mr. Liu and the two complainants did not want another election given the time and effort that is needed to run in an election. This position was reinforced by the AMS Student Council, which defeated a motion asking the Committee to overturn the results.

The Decision:

Given the spread of votes among the candidates, the Committee felt that there was a reasonable apprehension that the outcome for second place could have been materially affected by the advertisements given to Mr. Liu. Therefore the Committee decided to allow the election of the first-place candidate to stand, and to overturn the results of the other candidates and order a new election. The election results, in order of the number of votes received, are as follows:

Jesse Guscott	746 (elected)
Ben Liu	626 (overturned)
Mark Beese	614 (overturned)
Joel Peterson	608 (overturned)
Antonie Zuniga	469 (overturned)

The AMS will determine the format of this new election, and the Committee has asked that the AMS consider a compressed format which takes into consideration that the candidates have already campaigned. The only restriction is that only candidates that participated in the previous election will be allowed to run in the new election, if they choose to do so."

STUDENT REPRESENTATIVES TO SENATE: ELECTION RESULTS

Mr. Lau presented the following report for information:

"The following students have been elected to serve on Senate for one year from April 1, 1999 to March 31, 2000.

At Large Representatives:	Karen Sonik Jeffrey Tsui
Applied Science:	Ed Fidler
Arts:	Jennifer DeLucry
Commerce and Business Administration:	James Kondopulos
Graduate Studies:	Vighen Pacradouni
Law:	Lis Hewalo
Medicine:	Joëlle Dennie

No nominations were received for the Faculties of Agricultural Sciences, Dentistry, Education, Forestry, Pharmaceutical Sciences, and Science. In accordance with Senate regulations, the incumbent student senators for these faculties shall remain in office until they resign or cease to be duly registered students.

Additionally, only two nominations were received for the five at-large positions. The remaining three positions will be filled by the incumbent at-large representatives who choose to remain in office, beginning with the incumbent who received the most votes in the last election.

Nominating Committee

Dr. Williams, as chair, announced that the Nominating Committee had received a request from the Continuing Studies Committee to reduced the quorum for that Committee.

<i>Dr. Williams</i>	}	<i>That the quorum of the Continuing Studies Committee be reduced from eight voting members to six.</i>
<i>Mr. Brady</i>		

In response to a question from Mr. Pacradouni, Dr. Williams confirmed that the Continuing Studies Committee consists of twelve regular members.

The motion was
put and carried.

Reports from the Vice-President, Academic and Provost

FACULTY OF SCIENCE: CENTRE FOR MICROBIAL DISEASES AND HOST DEFENCE RESEARCH (CMDR)

In the absence of Vice-President McBride, President Piper invited Dean Klawe to speak to the proposal for a new Centre. The proposal stated that CMDR would be an interdisciplinary research centre bringing together researchers from several Faculties to pursue joint research.

<i>Dean Klawe</i>	}	<i>That Senate approve and recommend approval by the Board of Governors the proposal to establish in the Faculty of Science the UBC Centre for Microbial Diseases and Host Defence Research (CMDR).</i>
<i>Mr. Gray</i>		

Mr. Brady asked how much space this new Centre would require. Dean Klawe responded that two existing offices would be allocated to a director and a secretary.

Mr. Gray stated that he was pleased to support the motion because of the relationship to health research, but clarified that he did not support research in the area of biological or "germ war-

fare." Dean Klawe initially responded that she was "speechless", but clarified soon after that it was not the intention of the Centre to support "germ warfare."

Dr. Benbasat asked whether a stronger statement on undergraduate research could be added to the proposal in order to align it with *Trek 2000*. Dean Klawe responded that she had discussed this issue with the incoming Director of the Centre and that the Centre could offer an opportunity to engage undergraduate students with an interest in this area.

Dr. Williams, referring to Mr. Gray's comments above, noted that the proposal for the new Centre could include a statement that the Centre would not accept contracts related to biological warfare.

Prof. Burns asked whether there already existed sufficient secure laboratory space, or whether new space would be required. Dean Klawe responded that there was no intention to acquire additional laboratory space. Dean Cairns confirmed that many "virtual" centres already exist on campus. Although there was nothing in the proposal that precludes growth or additional funding, additional space would not be a necessary ingredient for its success. Prof. Burns requested that the minutes reflect that both Dean Klawe and Dean Cairns had confirmed that this new Centre would not require the allocation of space additional to the requirements referenced in the proposal.

The motion was
put and carried.

Other Business

EXAMINATION HARDSHIPS

Mr. Zuniga had circulated a report from the student members of the Academic Policy Committee and the AMS President regarding examination hardships and the recommendations to alleviate hardships as approved by Senate at its December 16, 1999 meeting. The report stated that:

While we sincerely applaud the Registrar's initiative to adopt an examination system with the purpose of solving examination hardships, we are concerned that according to the wording of Recommendation 1, there is a possibility that this pre-scheduling system may not be operative by 2000/01. We are as well concerned that between now and 2000/01 or whenever the new examination system is actually implemented, there will be a period of 21 months (at least three examination periods) in which students may still be without an effective examination hardship policy. In order to shield students from potential examination hardship in this period...we hereby request that an examination hardship motion, strongly supported by the AMS University commission and approved...by student senator's (sic) caucus [at] its November 17, 1998 meeting and by the Alma Mater Society Student Council [at] its November 18, 1998 meeting, be considered by the UBC Senate.

<i>Mr. Zuniga</i>	}	<i>That a student facing an examination hardship, defined as three or more examinations scheduled within a 24-hour period, be given an alternate examination date for the second examination causing hardship by the respective instructor or department until a new pre-scheduled examination system is implemented.</i>
<i>Mr. Mitchell</i>		

Dean Isaacson commented that members of Senate did not receive the motion in advance, that the motion may be unworkable as stated above, and that such a policy may require additional resources to implement.

<i>Dean Isaacson</i>	}	<i>That the above proposal for an interim solution for examination hardships be referred to the Academic Policy Committee.</i>
<i>Dr. Ito</i>		

Mr. Brady spoke against referral, stating that he did not consider the proposed policy unworkable or requiring a tremendous workload for Faculties and instructors in finding an alternate examination date. Dr. Rosengarten agreed that the original motion should be put to a vote, but added that, in addition to scheduling a second examination date, instructors would also often be

required to prepare a second examination. In response to a question from Mr. Lau, the Registrar confirmed that there was no data available regarding the number of examination hardships that occur. Dr. Schutz spoke against the motion to refer, since the Academic Policy Committee had already recommended that Faculties take responsibility for resolving hardships, and that it would not be possible for the Committee to propose an alternate solution prior to the end of the 1998/99 academic year.

The motion to refer was put and defeated.

Dr. Williams stated that it was very clear that some students are experiencing hardship. He also noted that the examination schedule is now published earlier than in the past, which has introduced an element of flexibility. The proposed policy would formalize what has been the current practice, and Dr. Williams would therefore support the motion.

Dr. Vanderstoep pointed out that it might sometimes be easier to reschedule the first or third examination rather than the second examination. Dr. Rolfsen noted that the proposed policy should be enacted only as a last resort.

<i>Dr. Rolfsen</i>	}	<i>That the motion be amended to begin: "If no other solution can be found, ..."</i>
<i>Prof. Burns</i>		

The motion to amend was put and defeated.

Dean Klawe also stated her support for the motion, but asked that the student be required to notify the instructor of the second examination well in advance of the examination date.

In amendment,

Dean Klawe
Dean Quayle

}

That the motion be amended to end: "The student must notify the instructor of the second examination no later than one month prior to the examination date."

The motion to amend was put and carried.

The motion, as amended, was put and carried.

Honorary Degrees

President Piper announced the names of those who had agreed to accept honorary degrees from UBC. Honorary degrees will be conferred upon Shirley Chan, Peter Newman, Erich Vogt, Kalman Roller, and William Barton at the spring 1999 congregation, and upon Richard Lipsey and the Right Honourable Antonio Lamer at the fall 1999 congregation.

Adjournment

There being no further business, the meeting was adjourned at 9:45 p.m.

Next meeting

The next regular meeting of Senate will be held on March 24, 1999.

Appendix A

PROPOSAL TO ACCEPT INTERNATIONAL BACCALAUREATE AND ADVANCED PLACEMENT COURSES FOR ADMISSION

Rationale: UBC currently permits applicants to use only "approved examinable Grade 12 courses" for admission; only Ministry of Education exams are approved. The challenging International Baccalaureate and Advanced Placement courses have external exams and can be relied upon to provide a uniform evaluation of applicants. In addition, (1) records show that students entering UBC with IB or AP courses perform on average better than students without such courses; (2) UBC already gives credit for first-year courses to students with high standing in AP and Higher Level IB courses, and (3) the Ministry of Education has established equivalencies between many of the IB and AP courses and the Ministry's own courses so that students no longer need to complete both a Ministry course and a similar IB or AP course in order to graduate from high school. Indeed, it is possible to gain more 'graduation credits' for some subsidiary level IB courses than for the equivalent Ministry courses. Thus, this proposal is to offer well-qualified applicants a choice of courses to be used for admissions consideration and to provide an incentive for students to pursue the more challenging option.

Calendar p.34 "Applicants from a Secondary School in BC/Yukon"

Column 1: Change the policy to include IB and AP courses as "approved examinable Grade 12 courses".

The minimum academic qualification for admission is secondary school graduation, including the following Grade 12 and 11 courses:

Required Courses	
Grade	Required Courses
Grade 12	English 12 ¹
	Three additional approved examinable Grade 12 courses ^{1,2}
Grade 11	English 11
	Principles of Mathematics 11
	Social Studies 11
	At least one approved Science 11 ³
	An approved Language 11 ⁴

New footnote 1. or approved International Baccalaureate or Advanced Placement course

Change existing footnotes 1, 2, 3 to 2, 3, 4

The admission average will be calculated on English 12 (or equivalent) and the three additional approved Grade 12 courses.

A minimum average of 67% ... programs.

Applicants who, because ... concerned.

All courses must be completed by June. Final examinations offered by the BC Ministry of Education or the external examinations for International Baccalaureate and Advanced Placement courses must be written. Summer school courses or grades obtained in supplemental examinations will not be considered.

table 1: Approved Examinable Grade 12 Courses ^{1,2}

Biology 12	History 12
Chemistry 12	Japanese 12
English 12	Mandarin 12
English Literature 12	Physics 12
Français Langue 12 or French 12	Principles of Mathematics 12
Geography 12	Punjabi 12
Geology 12	Spanish 12
German 12	

¹Approved courses offered in French will also be accepted. (Français 12 is not accepted in place of English 12.)

New Footnote: ² Alternate International Baccalaureate and Advanced Placement courses are listed on page XX.

P. 34, Column 2: Replace the current section with:

International Baccalaureate and Advanced Placement

The University of British Columbia recognizes these advanced secondary school programs for admission and for transfer credit.

International Baccalaureate Diploma Students

For students who complete the IB Diploma, admission to the university will require a minimum of 24 points including bonus points. Due to limited enrolment a higher score will be required for admission to some programs.

International Baccalaureate Certificate Students

For students who present results for one or more International Baccalaureate certificate courses, admission will be based on the higher of either the IB score or the BC 12 course grade where there is an equivalent course. In those cases where the IB score is not available at the time of admission selection, the BC 12 course grade will be used.

The grade conversion scale that will be used to determine admission is as follows:

IB Grade	% Equivalent
7	96
6	90
5	86
4	76
3	70

Credit for equivalent first-year UBC courses will be awarded to students who achieve a grade of at least 5 in Higher Level IB Arts courses and 6 in Higher Level IB Science courses. Details are provided in the *Undergraduate Information Guide*.

Advanced Placement Students

For students who present results of one or more Advanced Placement courses, admission will be based on the higher of either the AP score or the BC 12 course grade where there is an equivalent course. In those cases where the AP grade is not available at the time of admission selection, the BC 12 course grade will be used.

The grade conversion scale that will be used to determine admission is as follows:

AP Grade	% Equivalent
5	96
4	86
3	80
2	70

Credit for equivalent first-year UBC courses will be awarded to students who achieve a grade of 4 or better on the appropriate AP course. Details are provided in the *Undergraduate Information Guide*.

Appendix A

Approved Advanced Placement and International Baccalaureate courses^{1, 2}

BC Ministry course	Approved Alternate Course	
	<i>Advanced Placement</i>	<i>International Baccalaureate</i>
Biology 12	AP Biology	General Biology
Chemistry 12	AP General Chemistry	Chemistry
English 12	AP English Language and Composition	English Language A
English Literature 12	AP English Language and Composition	English Literature
French 12 or Français Langue 12	AP French (Language or Literature)	French Language B
Geography 12		Geography
Geology 12		
German 12	AP German Language	German
History 12	AP History (European or US)	History (Asian or European)
Japanese 12		Japanese
Mandarin 12		Mandarin
Physics 12	AP Physics (B or C)	Physics
Principles of Math 12 ²		Further Math
Punjabi 12		
Spanish 12	AP Spanish (Language or Literature)	Spanish (A or B)

¹ Other AP or IB courses may be used as elective courses but may not replace any course required for admission to a particular program.

² One of AP Calculus (AB or BC), IB Calculus, or the UBC-SFU-UVIC-UNBC Calculus Examination Certificate may be used as an elective course (in addition to Principles of Math 12).

Appendix B

FACULTY OF DENTISTRY ADVANCED STANDING ADMISSIONS

The current Calendar entry, page 154, Column 1, under the heading:

Admission of Students to Advanced Standing indicates that:

“The committee will consider applicants who are seeking admission to second year Dentistry and who are currently enrolled in a North American dental program accredited by either the Canadian Commission on Dental Accreditation or the American Dental Association's Commission. Applicants will be considered for transfer in exceptional circumstances only and if space is available. In these cases, the student

1. must fulfill the pre-dental admission requirements;
2. must have successfully completed courses equivalent to those offered in this Faculty for the years below which transfer is being sought;
3. may be required to pass special examinations set by this Faculty;
4. may be required to repeat the year most recently completed at the former institution;
5. must submit a CAD\$200 application fee to cover the costs of evaluating educational documents;
6. must submit references (forms for this purpose are included in the application materials);
7. may be required to attend a personal interview at his or her own expense.
8. must make application by December 1 for the following September.

Students who have been required to withdraw from another dental school for academic or other reasons are not eligible for admission.”

Using the same heading as above, the new proposed Calendar entry is as follows:

“The committee will consider applicants who are seeking admission to third year Dentistry and who are currently enrolled in 2nd year of a North American dental program accredited by either the Canadian Commission on Dental Accreditation or the American Dental Association's Commission. Applicants will be considered for transfer only when a vacancy exists.

Applicants

1. must have an overall academic average of 70% or higher
2. must successfully complete the 2nd year dental program at an accredited institution
3. must submit a CAD\$200 non-refundable application fee to cover the costs of evaluating educational documents
4. must submit references (forms for this purpose are included in the application materials). One letter of reference must be a letter of good standing from the Dean or their designate of the applicant's current dental school.
5. will be required to attend for a personal interview at UBC
6. must make application by June 30th for the following August.

Students who have been required to withdraw from another dental school for academic or other reasons are not eligible for admission. A separate 3 day orientation prior to the start of the third year will be required to introduce the student to the UBC clinical system and the UBC curriculum. A clinical orientation fee of \$2, 100 will be assessed.

Appendix B

Further information and application forms are available from the Admissions Coordinator, Faculty of Dentistry, The University of British Columbia, 350-2194 Health Sciences Mall, Vancouver, BC, Canada, V6T 1Z3, telephone (604) 822-3416, fax (604) 822-4532, or by viewing the Faculty website at "<http://www.dentistry.ubc.ca>"

Rationale

The Admissions Committee considers applications on a space available basis. Following the increase in length of the 2nd year curriculum, we find out when a space is available after the 2nd year's Promotion Committee has met, usually in late June each year. Advancing the application from December to the end of June will allow us to consider applications only when there is a space available.

The new curriculum has continuous courses over years 1 and 2. As UBC is one of few dental schools with a Problem Based Learning Curriculum, fitting transfer students into the system in year 2 has been difficult, due to the necessity to have successfully completed courses for the years below which transfer is being sought. A special 3-day clinical orientation with some curriculum orientation will be required, and a clinical orientation fee of \$2,100.00 will be assessed.

Effective Date: May 1, 1999

Appendix C

FACULTY OF DENTISTRY INTERNATIONAL DENTAL DEGREE COMPLETION PROGRAM ADMISSIONS

The Faculty of Dentistry recently submitted a proposed Calendar entry change for consideration by Senate Admissions Committee, following a special meeting of the Faculty of Dentistry on Friday December 18, 1998. Following our discussions earlier today, the following contains the changes recommended to the proposal by the Senate Admissions Committee.

The current Calendar entry, page 154, Column 2, under the heading:

International Dental Degree Completion Program indicates that:

“The Faculty will consider applications to the D.M.D. degree completion program from graduates of international dental programs that are not accredited by the Commission on Dental Accreditation of Canada. This program will lead to the Doctor of Dental Medicine. The admission process will be in two phases, plus an orientation and preparation phase.

Phase 1: Academic Credentials Evaluation

Applicants must

1. submit original records (transcripts) of their entire education to include all post-secondary and university studies;
2. demonstrate evidence of graduation from a recognized dental school;
3. demonstrate an acceptable working knowledge of English (see English Language Admission Standard);
4. submit a CAD\$400 (USD\$286) non-refundable application fee;
5. make application by February 15 for admission the following August
6. submit three letters of reference, one of which must be from the licensing authority, or its equivalent, of the region in which the applicant last practiced; and
7. undertake the Association of Canadian Faculties of Dentistry Eligibility Examination or the UBC equivalent.

Applicants must have completed the Association of Canadian Faculties of Dentistry Eligibility Examination. Information and application forms are available from the Admissions Coordinator, Faculty of Dentistry, or the Association of Canadian Faculties of Dentistry, 401-359 Kent Street, Ottawa, ON, K2P 0R7. The applicant must request that the scores of the examination be sent to the Admissions Coordinator, Faculty of Dentistry.

Applicants applying for Phase 1 will be evaluated on their educational credentials, letters of reference, results of the Eligibility Examination and their proficiency in English. As spaces are limited, applicants will be competing for inclusion in Phase 2.

Phase 2: Pre-Clinical Assessment and Interview

Applicants must

1. participate in a two-week pre-clinical practice;

2. undertake a personal interview at UBC; and
3. undertake an interview and demonstrate competence in verbal communication skills in English by reaching level 5 or better on the Placement Interview Test Rating Scale of the English Language Institute at UBC, or its equivalent.

English is the medium of instruction in Dentistry and communication skills are necessary to function effectively in the clinical setting. This requirement in English communication skills is in addition to the TOEFL.

The cost of this evaluation phase is CAD\$2,000. More detailed information on the evaluation phase, the entrance examination and the structure of the interview will be provided to applicants selected for this phase.

Final candidate selection for admission to the orientation phase and third year of the D.M.D. program will be based on successful completion of the eligibility and entrance examinations, as well as the interview and performance in a pre-clinical setting. As spaces are limited, successful completion alone will not guarantee admission. Candidates will be competing with other applicants from which the final selection will be made.

Phase 3: Orientation and Preparation

This phase, held prior to the commencement of the third year of the D.M.D. program, will consist of a detailed orientation to the UBC dental curriculum, and the policies, practices and procedures of the main clinic.

Tuition fees of CAD\$30,000 per annum will apply, in addition to the regular instrument, course material and student fees. Further information, application forms and brochures on the various examinations are available from the Admissions Coordinator, Faculty of Dentistry, The University of British Columbia, 350-2194 Health Sciences Mall, Vancouver, BC, Canada, V6T 1Z3, telephone (604)822-3416, fax (604) 822-4532, email:fodadms@unixg.ubc.ca.

The Faculty of Dentistry receives many more applications than it can accept, therefore compliance with the above requirements will not guarantee a place in this dental school. An applicant with advanced placement can be admitted only if a place is available. Vacancies caused by student withdrawal in any class will not be filled, except in extraordinary circumstances, beyond the first four weeks of first term in any academic year.”

The proposed new Calendar entry is as follows:

“International Dental Degree Completion Program

The Faculty will consider applications to the D.M.D. degree completion program from graduates of international dental programs that are not accredited by the Commission on Dental Accreditation of Canada. This program will commence in term 3 of 2nd year (lasts four weeks and occurs in June each year) and will lead to the degree of Doctor of Dental Medicine. Tuition fees of CAD\$30,000 per annum will apply, in addition to the regular instrument, course material and student fees. Further information, application forms and brochures on the various examinations are available from the Admissions Coordinator, Faculty of Dentistry, The University of British Columbia, 350-2194 Health Sciences Mall, Vancouver, BC, Canada, V6T 1Z3, telephone (604) 822-3416, fax (604) 822-4532, email: fodadms@unixg.ubc.ca.

The Faculty of Dentistry receives many more applications than it can accept; therefore compliance with the admission requirements will not guarantee a place in this dental school. Vacancies caused by student withdrawal in any class will not be filled, except in extraordinary circumstances, beyond the first four weeks of

first term in any academic year.

The admission process will be in two phases.

Phase 1: Academic Credentials Evaluation

Applicants must

1. submit original records (transcripts) of their entire post-secondary and university studies;
2. demonstrate evidence of graduation from a recognized dental school;
3. demonstrate a working knowledge of English (see English Language Admission Standard);
4. submit a CAD\$400 non-refundable application fee;
5. make application by February 15 for admission the following June
6. submit three letters of reference, one of which must be from the licensing authority, or its equivalent, of the region in which the applicant last practiced; and
7. undertake the Association of Canadian Faculties of Dentistry Eligibility Examination or the UBC equivalent. Information and application forms are available from the Admissions Coordinator, Faculty of Dentistry, or the Association of Canadian Faculties of Dentistry, 401-359 Kent Street, Ottawa, ON, K2P 0R7. The applicant must request that the scores of the examination be sent to the Admissions Coordinator, Faculty of Dentistry.

Applicants applying for Phase 1 will be evaluated on their educational credentials, letters of reference, results of the Eligibility Examination and their proficiency in English. As spaces are limited, applicants will be competing for inclusion in Phase 2.

Phase 2: Assessment and Interview

Applicants must

1. undertake an interview to demonstrate competence in verbal communication skills in English by reaching level 5 or better on the Placement Interview Test Rating Scale of the English Language Institute at UBC, or its equivalent. English is the medium of instruction in Dentistry and communication skills are necessary to function effectively in the clinical setting. This requirement in English communication skills is in addition to the English Language Admission Standard requirement of Phase 1.
2. undertake a personal interview at UBC.

Phase 2 normally occurs in April and will last three to five days. During this time the interview, the test of spoken English, a Faculty tour, an orientation to the clinic and an introduction to the UBC problem based learning curriculum will occur.

The cost of phase 2 is CAD\$1, 000. More detailed information on the orientation, the verbal communication skills test and the structure of the interview will be provided to applicants selected for phase 2.

As spaces are limited, successful completion of phase 2 alone will not guarantee admission. Candidates will be competing with other applicants from which the final selection will be made."

Rationale:

Changes in the curriculum necessitate these admissions changes in order that applicants are not disadvantaged. Phase One assessment stays the same. Phase Two retains the English assessment and the personal interview, but removes the preclinical assessment. We believe that a preclinical assessment of applicants

Appendix C

who have practiced as dentists elsewhere is unnecessary. However, the format of the new PBL curriculum is quite unlike other more traditional clinical curricula; therefore we believe that incoming students need a formal orientation to it. The fee, lower than the previous fee, reflects the cost of providing this orientation.

Effective Date: These changes should be implemented immediately to avoid accepting applicants who are not properly evaluated and so are poorly prepared for the program.

Appendix D

FACULTY OF MEDICINE DOCTOR OF MEDICINE ADMISSIONS

Current Calendar Entry (page 249, column 1, paragraph 1)

Selection of a Program of Premedical Studies

Students planning to apply for admission to the Faculty of Medicine should select their courses of study, in addition to the specific prerequisite courses listed below, to conform with the requirements of a bachelor's degree of their choice. It is considered desirable that students admitted to Medicine should come from a variety of premedical academic backgrounds, and there is **no particular degree** that is looked on as having unique merits as preparation for the subsequent study and practice of medicine.

Proposed Calendar Entry (page 249, column 1, paragraph 1)

Selection of a Program of Premedical Studies

Students planning to apply for admission to the MD program should select courses which conform with the requirements of a bachelor's degree of their choice. **No particular degree program is considered ideal** as preparation for the study and practice of medicine. A variety of premedical academic backgrounds is considered desirable.

Rationale

Changes are editorial.

Current Calendar Entry (page 249, column 1, paragraph 2)

In certain circumstances it may be in order for academically strong candidates who have completed programs of study that have not included all of the medical school prerequisites to take an extra year of studies in order to complete the entrance requirements.

Proposed Calendar Entry (page 249, column 1)

Delete.

Rationale

The paragraph implies that not all students who have obtained an undergraduate degree have to complete the prerequisite courses. This is incorrect.

Current Calendar Entry (page 249, column 1, paragraph 3)

Students who have completed programs that have included all of the prerequisites and who then enrol in Unclassified non-degree programs for the sole purpose of improving their academic qualifications for admission to the Faculty of Medicine are advised that only a small proportion of candidates in these circumstances ultimately gain admission, and that a high level of academic performance in such an Unclassified year will not necessarily result in acceptance into the Faculty of Medicine.

Proposed Calendar Entry (page 249, column 1, paragraph 2)

Students who have completed programs that include all the prerequisites and who then enrol in Unclassified non-degree programs for the sole purpose of improving their academic qualifications for admission, are advised that only a small proportion of such candidates ultimately gains admission.

Rationale

Changes are editorial.

* * * * *

Current Calendar Entry (page 249, column 1, paragraph 4)

Prerequisites

Candidates for admission to the Faculty of Medicine must have completed, as a minimum, three full years in the Faculty of Science or the Faculty of Arts or other faculty at the University of British Columbia (90 academic credits), or the equivalent thereof. **Applications from individuals already holding a Doctor of Medicine or its equivalent will not normally be considered.** All applicants must have completed the following university-level prerequisite courses by May of the year for which they are applying for admission to Medicine. Advance credit will not be granted for Grade 13 courses.

Proposed Calendar Entry (page 249, column 1, paragraph 3)

Prerequisites

Candidates for admission must have completed a minimum of three full years of university level study (90 academic credits). (OAC courses are not considered to be at the university level.) The following university-level prerequisite courses (or their equivalent) must be completed by April 30th of the year for which application is made.

Rationale

Section is re-written so as not to be so UBC oriented, and to clarify deadlines.

Delete highlighted sentence. Most individuals holding an MD degree and who are unable to enter postgraduate training, obtained an MD degree in another country. As landed immigrants or Canadian citizens, they should have access to the same opportunities as all Canadian citizens.

* * * * *

Current Calendar Entry (pages 249 and 250, column 1)

Six credits of English chosen from ENGL 110, 111, 112, 120 and 121. ENGL 112 is recommended.

BIOL 120 **and** 110 or 115, or 80% or better in Biology 12.

CHEM 111 and 112 **or** 121 and 122.

CHEM 203 and 204 **or** 231 and 232.

BIOC 300 **or** 303 **or** BIOL 201 AND BIOC 302.

The foregoing prerequisite courses are required of students taking premedical programs at the University of British Columbia. Students completing the Science One Program at UBC will have completed the first year Science prerequisites. Students taking premedical studies at other universities must submit evidence of having successfully completed equivalent courses in these subjects. The Faculty also recommends that students take courses in behavioural sciences, biometrics and statistics, and physics.

Proposed Calendar Entry (pages 249 and 250, column 1)

The following prerequisite courses are required for entry into Medicine. UBC courses are listed; the equivalents will be accepted from any recognized post-secondary institution.

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1. English, 6 credits (ENGL 112 recommended).
2. Biology, 6 credits, BIOL 110 and 120 or 115 and 120 (or BIOL 120 alone for UBC students with at least 80% in BIOL 12 and exemption from BIOL 110 or 115).
3. Chemistry, 6 credits, CHEM 111 and 112 or 121 and 122
4. Organic Chemistry, 6 credits, CHEM 203 and 204 or 231 and 232.
5. Biochemistry, 6 credits, BIOC 300 or 303 or BIOL 201 AND BIOC 302.

Students completing Science One at UBC meet the first year Biology and Chemistry requirements. Courses in behavioural sciences, biometrics and statistics, and physics are recommended for all applicants.

There is no time limit for the completion of prerequisites.

Rationale

Section is re-written so that it is not quite as "UBC" oriented. Last sentence added because there has been an "implicit" policy that prerequisites must be completed within 10 years. However, the MCAT is an independent measure of how well the applicant knows the material covered in the prerequisites.

Current Calendar Entry (page 250, column 1, paragraph 1)

Medical College Admission Test (MCAT)

All candidates are required to take the Medical College Admission Test and perform satisfactory in the test. Applicants must have completed this examination before making application to enter the Faculty of Medicine. The MCAT test result is normally valid for a period of five years.

Proposed Calendar Entry (page 250, column 1, paragraph 1)

Medical College Admission Test (MCAT)

All candidates are required to take the MCAT before filing an application for admission. In order to be eligible, applicants must have no more than one "7", an overall minimum of "23", and a minimum of "M" in the writing sample. Test results are normally valid for five years.

Rationale

Minimum requirements for MCAT are explicitly stated. Other changes are editorial.

Current Calendar Entry (page 250, column 1, paragraph 2)

Arrangements to take the Medical College Admission Test should be made with the counselling service of the institution at which the student is taking premedical studies. University bookstores should stock publications related to the MCAT. Information regarding the test may also be obtained from the Association of American Medical Colleges, Membership and Publication Orders, 2450 N Street N.W., Washington, DC, 20037-1129, USA; telephone (202) 828-0416.

Proposed Calendar Entry (page 250, column 1, paragraph 2)

Arrangements to take the MCAT may be made with post-secondary institution counselling departments. University bookstores often sell publications related to the MCAT. Alternatively, applicants may contact the Association of American Medical Colleges, Membership and Publication Orders, 2450 N Street N.W., Washington, DC, 20037-1129, USA; telephone (202) 828-0416.

Rationale

Changes are editorial.

Current Calendar Entry (page 250, column 1, paragraphs 3 and 4)

Required Academic Standards

The minimum acceptable academic standing for admission to the Faculty of Medicine is an overall average of 70% (or the equivalent in other grading systems) based on grades received in all university-level courses completed to the time of application. Achievement of this minimum academic requirement, however, provides no assurance of admission. The number of applicants so qualified exceeds by a wide margin the number of places in the entering class and the scholastic standards of those admitted to the Faculty of Medicine in recent years have been considerably above this minimum required grade.

Persons who have been required to withdraw from another medical school for academic reasons are not eligible to apply.

Proposed Calendar Entry (page 250, column 1, paragraphs 3 and 4)

Required Academic Standards

Applications for admission will be considered from candidates who have completed the prerequisite courses, have achieved the minimum MCAT scores, and who have attained a minimum overall academic average of 70% (G.P.A. 2.8) based on all university level courses attempted.

Applicants who have completed university level courses ten years or more before the date of application, may apply to have these grades excluded from the calculation of the overall average. In this case, applicants must have completed 90 credits within the ten years prior to the date of application. If grades on coursework are waived, all coursework of that year and prior would be excluded from consideration (e.g., prerequisite courses taken during the excluded period will not be considered).

Persons who have been required to withdraw from another medical school for academic reasons are not eligible to apply.

Rationale

"Courses completed" changed to "Courses attempted". Sometimes students fail courses because they did not write the final exam or did not otherwise complete the requirements.

The policy to include all university courses has the unintentional effect of discriminating against mature candidates. An excellent candidate for Medicine was excluded from the eligible pool of candidates last year because of coursework completed in 1984 and 1985. In order to reach the 70% minimum, this candidate would have had to complete another 250 credits at his current performance level. "Old" academic work does not always represent the current abilities of candidates, and they should not be unduly penalized.

The statement about the number of qualified applicants is moved to the next section. Other changes are editorial.

Current Calendar Entry (page 250, column 1, paragraph 5)

Selection of Candidates for Admission

The first year entering class is presently limited to 120 full-time students. As noted above, the number of qualified applicants greatly exceeds this limit.

Proposed Calendar Entry (page 250, column 1, paragraph 5)

Selection of Candidates for Admission

The entering class is presently limited to 120 full-time students. The number of qualified applicants significantly exceeds the number of available positions. Not every qualified applicant will be offered admission.

Rationale

The statement regarding the number of qualified applicants exceeding spaces available is moved from the previous section. Other changes are editorial.

* * * * *

Current Calendar Entry (page 250, columns 1 & 2)

In the selection of candidates to be granted admission the following guidelines are observed:

1. No discrimination is made with respect to age, gender, race, religion, marital status, or economic status of the applicant.
2. At the present time, admission is limited to well-qualified Canadian citizens and permanent residents of Canada. Preference is given to those residing in British Columbia.
3. Selection of candidates for admission is made by a consensus of the Admissions Committee arrived at after independent rating of the applicants by individual members of the Committee. The rating assigned an applicant is based on the following criteria:
 - a. The candidate's total academic record since secondary school graduation. Apart from fulfilling the prerequisites referred to above it is the total performance in the student's academic program rather than the specific field of study that is taken into account by the Admissions Committee. Considerable weight is placed on the candidate's overall average in all university courses completed to date, and on the average in specific prerequisite courses listed above. Consideration is also given to performance in courses at senior undergraduate and graduate level, and to trends in grades from year to year.
 - b. Scores on the Medical College Admission Test.
 - c. Evaluation by at least three referees selected by the candidate and submitted under confidential cover.
 - d. Evaluation by individual members of the Admissions Committee of non-academic autobiographical material supplied by the applicant in the application documents.
 - e. Evaluations based on interviews which may be held at the discretion of the Admissions Committee.
4. Non-academic qualities to which special attention is paid include the following: motivation, maturity, integrity, emotional stability, realistic self-appraisal, social concern and responsibility, reliability, creativity, scientific and intellectual curiosity, attitude toward continuing learning, problem solving and decision-making aptitude, ability to communicate verbally and in writing, leadership potential, capacity to understand and cooperate with others, concern for human welfare, and demonstrated high level of performance in any aspect of human endeavour.

Proposed Calendar Entry (page 250, columns 1 & 2)

Applicants are evaluated on the following criteria:

1. MCAT scores
2. Academic standing
 - a. overall academic record -- based on the average of all university level courses attempted. Consideration is given to performance in courses at senior undergraduate and graduate levels, and to trends in grades from year to year.
 - b. prerequisite average -- based on the average of the thirty credits of prerequisites.
3. Non-academic criteria

Criteria to be evaluated include motivation, maturity, integrity, emotional stability, realistic self-appraisal, social concern and responsibility, reliability, creativity, scientific and intellectual curiosity, attitude toward continuing learning, problem solving and decision-making aptitude, ability to communicate verbally and in writing, leadership potential, capacity to understand and cooperate with others, concern for human welfare, and demonstrated high level of performance in any aspect of human endeavour.

Evaluation of these non-academic criteria is based on:

- a. three confidential letters of reference;
- b. a non-academic autobiographical essay submitted by the applicant;
- c. a list of extra-curricular activities prepared by the applicant; and,
- d. personal interviews with members of the selection committee.

The interview is a critical component of the admission process. Applicants selected for an interview will be contacted by the admissions office prior to May 15th.

The selection of candidates is made by consensus of the Admissions committee.

At present, admission is limited to Canadian citizens and permanent residents of Canada. Preference is given to residents of British Columbia.

Students are reminded that the general policies of the University of British Columbia as to admission and academic regulations will be followed.

Rationale

This section explicitly lists the selection criteria and how they are evaluated.

Last sentence added to remind students that Medicine Admissions is subject to University rules and regulations.

* * * * *

Current Calendar Entry (page 250, column 2, paragraph 6)

Application Procedure

Application forms will be available from the Dean's Office from August 15 to December 1. Completed applications should be returned to the Dean's Office as early as possible and in any case must be received no later than December 1, the deadline for receipt of applications. Applications without transcripts will meet the December 1 deadline but cannot be processed until all documents have been received. Applications should therefore ensure that all official transcripts, MCAT scores and letters of reference are submitted as early as possible to the Dean's Office.

Proposed Calendar Entry (page 250, column 2, paragraphs 6 & 7)

Application Procedure

Application forms will be available from August 15 until December 1. All inquiries should be addressed to Admissions, Faculty of Medicine Dean's Office.

Application forms and all supporting documentation must be submitted by 4:30 PST on December 1st with the single exception of final post-secondary transcripts for students currently enrolled in a program of studies. Final official transcripts must be received by May 31st.

Rationale

Deadlines for documentation and transcripts explicitly stated. We now select candidates for interviews (in previous years, almost all qualified candidates were interviewed) and require documentation by the December 1st deadline.

Current Calendar Entry (page 250, column 2, paragraph 7)

Personal interviews with members of the Admissions Committee may be required of any applicant.

Proposed Calendar Entry

Delete.

Rationale

Information now appears in previous section.

Current Calendar Entry (page 250, column 2, paragraph 8)

All applicants to the Doctor of Medicine program are required to pay an application fee of CAD \$105 for residents of British Columbia, CAD \$155 for out-of-Province residents. In addition, a further fee of CAD \$30 will be charged for evaluating and processing educational records issued by institutions outside the Province of British Columbia. These fees must accompany the application for admission form at the time of submission. These fees are non-refundable and are not applicable to tuition.

Proposed Calendar Entry (page 250, column 2, paragraph 8)

All residents of British Columbia are required to pay an application fee of CAD \$105; out-of-province applicants are required to pay CAD \$155. An additional evaluation fee of CAD \$30 is required if transcripts are from an institution outside of BC. Applications received with incomplete documentation or without the correct fee will be returned. Fees are non-refundable and are not applicable to tuition.

Rationale

Changes are editorial.

Current Calendar Entry (page 250, column 2, paragraph 9)

Notification to successful applicants will generally be issued by early July or in some instances by an earlier date.

Proposed Calendar Entry

Notification to successful applicants will generally be issued by early July.

Rationale

We are in the process of changing admission procedures to facilitate an earlier offer date. When that process is complete (in a year or so), we will propose a further change.

Current Calendar Entry (page 250, column 2, paragraph 10)

An applicant who is successful must submit a deposit of CAD \$300 within four weeks of notification of the offer from this University. This deposit is non-refundable and shall be applied toward the tuition charge for the first term of the session for which the candidate has been accepted.

Proposed Calendar Entry (page 250, column 2, paragraph 9)

Upon receipt of an official letter of admission, each successful applicant must send a deposit of CAD \$300 payable to the University of British Columbia by the date specified therein. The deposit is non-refundable but will be applied to tuition fees if the student attends the MD program in the academic session specified.

Rationale

Eliminate the four week period. The amount of time permitted between the offer and acceptance is reduced as the beginning of term approaches. Other changes are editorial.

Current Calendar Entry (page 250, column 2, paragraph 11)

A successful applicant is required to submit a health record to the Student Health Service at the time of acceptance. The approved form will be included in the registration package. Any false or inaccurate statement concerning the applicant's health could jeopardize his or her status as a student.

Proposed Calendar Entry (page 250, column 2, paragraph 10)

Upon acceptance, each applicant must submit evidence of immunizations (Tetanus/Diphtheria-Toxoid, Polio, MMR) and a negative TB skin test (if the skin test is positive, a chest x-ray is required) to Student Health Services.

Rationale

"Health record" is now explicitly defined. The statement about providing "true" information is not necessary here. Applicants sign such a statement on the application form. A statement can be added to the immunization form if required.

Current Calendar Entry (page 250, column 2, paragraph 12)

An applicant with any condition requiring periodic medical attention or interfering with normal activities must submit a medical certificate with the application. In this certificate the examining physician should describe the extent of the disability and estimate its effect on the applicant's future ability to practice medicine.

Proposed Calendar Entry (page 250, column 2, paragraph 11)

Applicants with disabilities will be assessed on their ability to perform the "tasks" of a medical student, and should submit a letter from a physician which describes the extent of the disability and its anticipated effect on the applicant's ability to perform the tasks required. For further information, please contact the Medicine Admissions Office.

Rationale

Paragraph is re-written so that it shows applicants will be measured against bona fide requirements for medical students. Re-writing makes the information consistent with BC Human Rights Code.

Current Calendar Entry (page 250, column 3, paragraph 1)

An offer of admission will be conditional on the applicant being granted an Educational License from the College of Physicians and Surgeons of British Columbia. The application process for this license includes a character and criminal record check.

Proposed Calendar Entry (page 250, column 3, paragraph 1)

All offers of admission are conditional upon the applicant being granted an Educational License from the College of Physicians and Surgeons of British Columbia. Persons convicted of a criminal offense, including a conviction for an offense which resulted in a conditional or absolute discharge, and who are considering a career in medicine, should write the Registrar of the College for clarification of their ability to obtain an Educational License prior to applying to the program.

Rationale

Potential students are advised to contact the College before submitting an application.

Current Calendar Entry (page 250, column 3, paragraph 2)

Reapplications

Qualified candidates who are not admitted following initial application may reapply for admission in a subsequent year without prejudice. Re-applications from candidates who have already applied unsuccessfully for admission to the Faculty on three previous occasions may be allowed after a period of five years. Applicants are allowed only two withdrawals in the application process, provided these applications have been withdrawn in writing prior to completion of the application process.

Proposed Calendar Entry (page 250, column 3, paragraph 2)

Reapplications

Unsuccessful applicants may reapply in subsequent years without prejudice. Candidates who are repeatedly unsuccessful are encouraged to explore other career options.

Rationale

Since we are no longer able to interview all applicants, and candidates no longer automatically compete in all aspects of the selection process, the restriction with respect to number of applications should be removed. If the restriction is removed, withdrawals are redundant.

Current Calendar Entry (page 250, column 3, paragraphs 3 & 4)

Admission of Students by Transfer

The acceptance of transfer students will depend upon the existence of vacancies in the class year for which they are applying.

The student will only be considered if attending a medical school in Canada or in the United States that is accredited by the Committee on Accreditation of Canadian Medical Schools and the Liaison Committee on

Medical Education.

Proposed Calendar Entry (page 250, column 3, paragraphs 3 & 4)

Admission of Students by Transfer

Transfer students will be accepted to third year Medicine only if vacancies exist in that class. Transfers are not possible in any other year.

In order to be eligible, students requesting transfer must be in good standing in a Canadian or US medical school accredited by the Committee on Accreditation of Canadian Medical Schools and the Liaison Committee on Medical Education.

Rationale

The transfer policy has been reviewed as a result of the new curriculum.

Current Calendar Entry (page 250, column 3, paragraphs 5 & 6)

Factors taken into account in the transfer request include the reasons for transfer, the academic standing of the student and a letter from the Dean (or designate) of the medical school from which the applicant wishes to transfer. Interviews may be required.

Students applying for transfer must complete the "Application for Admission" form, and are subject to the same application fees (see "Application Procedure" above). In addition, students accepted for transfer will be responsible for any additional costs related to processing their transfer. Students applying for transfer into second year must submit their application by April 30 of each year, and will be informed of the decision regarding their application by mid-August. Applications for transfer into third year will not normally be considered due to the structure of the program.

Proposed Calendar Entry (page 250, column 3, paragraph 5)

The application deadline for transfer students is January 31st. Applicants must submit an Application for Admission, application fees (see above), a letter indicating their reasons for wishing to transfer, and a letter from the Dean (or designate) of the Medical School which they currently attend. Interviews may be required.

Rationale

Last two sentences deleted as they no longer apply. Other changes are editorial.

Current Calendar Entry (page 250, column 3, paragraph 7)

Applications for visiting students in fourth year must be submitted by January 31 of each year and students will require the approval of their medical school in order to apply. Students will be informed of the decision relating to their application by late April. Those individuals who successfully complete the requirements of fourth year to the satisfaction of both the University of British Columbia and their home university will have their degree conferred by the latter.

Proposed Calendar Entry

Delete.

Appendix D

Rationale

Information included below under separate heading "Visiting Students".

Current Calendar Entry (page 250, column 3, paragraph 8)

A student must be in good standing in an accredited medical school to request a transfer.

Proposed Calendar Entry

Delete.

Rationale

Information included in paragraph 4 above.

Current Calendar Entry (page 250, column 3, paragraph 9)

Requests for partial year transfers will not be considered. Transfer/visiting students will be required to complete the entire year of the UBC program as presented. Individualized programs cannot be accommodated.

Proposed Calendar Entry (page 250, column 3, paragraph 6)

Requests for partial year transfers will not be considered.

Rationale

Last two sentences are redundant.

Current Calendar Entry (page 250, column 3, paragraph 10)

Policy for transfer admission is under review during the implementation of the new curriculum. For further information, contact the Dean's Office, Undergraduate medical Education, 3250 - 910 West 10th Avenue, Vancouver, BC V5Z 4E3

Proposed Calendar Entry

Delete.

Rationale

This paragraph is now redundant.

Current Calendar Entry

None. (Some information included in previous section.)

Proposed Calendar Entry (page 250, column 3, paragraphs 7 & 8)

Visiting Students

Applications will be accepted from prospective visiting medical students to fourth year. Applicants must have a letter of permission from the medical school they attend. The application deadline is January 31st.

Visiting students must complete the entire year of the UBC program as presented. Students who successfully complete the requirements will receive a degree from their home university.

Rationale

Separate visiting students from transfer students for clarity.

Current Calendar Entry (pages 250, column 3 & 251, column 1)

Transfer of Students from Graduate Studies

Students enrolled in the Faculty of Graduate Studies are advised that only a small proportion of such students ultimately gain admission to the Faculty of Medicine. For this reason, students are discouraged from pursuing this course of action to gain admission to the Faculty of Medicine with advanced standing. Acceptance of such students into the Faculty of Medicine will be made through the existing selection procedures of the Faculty of Medicine as outlined above.

Proposed Calendar Entry

Applications from Current Graduate Students

Students enrolled in graduate programs are advised that the selection procedures outlined above apply to all applicants.

Rationale

The title incorrectly implies that students can transfer into medical school from graduate programs.

Many applicants think that there is an advantage to enrolling in graduate studies before applying to Medicine. We wish to make it explicitly clear that this is not a separate route for admission.

Current Calendar Entry (pages 251, column 1, paragraph 1)

Deferred Entry

Under some limited, special circumstances, admission may be deferred for one year at the discretion of the Admissions Selection Committee. Requests for deferred entry must be stated on the application form. Students who have not completed a first degree are not eligible for deferred entry.

Proposed Calendar Entry

Deferred Entry

Requests for deferred entry will be considered only from students who have completed a first degree, and then only in very exceptional circumstances. Deferral requests must be made at the time of application.

Rationale

Changes are editorial.