



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

MINUTES OF JANUARY 19, 1994

Attendance

Present: President D. W. Strangway (Chair), Chancellor R. H. Lee, Vice-President D. R. Birch, Dr. A. P. Autor, Dr. S. Avramidis, Dr. J. Barman, Dr. J. D. Berger, Dr. A. E. Boardman, Dean pro tem. M. A. Boyd, Dr. D. M. Brunette, Dr. D. G. A. Carter, Dr. T. S. Cook, Dr. M. G. R. Coope, Dr. G. W. Eaton, Mr. M. A. Fuoss, Dr. J. H. V. Gilbert, Mr. E. B. Goehring, Dr. J. Gosline, Dean J. R. Grace, Dr. S. E. Grace, Ms. C. L. Greentree, Dean M. J. Hollenberg, Mr. B. Horner, Dr. J. G. T. Kelsey, Mr. G. Kettyle, Dr. S. B. Knight, Mr. H. H. Leung, Dr. S. C. Lindstrom, Mr. R. W. Lowe, Dr. D. M. Lyster, Dr. D. J. MacDougall, Dr. M. MacEntee, Dr. R. T. A. MacGillivray, Dean M. P. Marchak, Mr. P. R. Marsden, Dean B. C. McBride, Dr. H. McDonald, Mr. R. S. McNeal, Mr. W. B. McNulty, Mr. R. L. de Pfyffer, Rev. W. J. Phillips, Mrs. M. Price, Professor M. Quayle, Mr. A. A. Raghavji, Dr. D. J. Randall, Professor R. S. Reid, Professor J. A. Rice, Dr. H. B. Richer, Mr. M. G. Schaper, Dr. R. A. Shearer, Dean N. Sheehan, Dr. C. E. Slonecker, Ms. C. A. Soong, Ms. L. M. Sparrow, Ms. S. J. Spence, Dr. L. J. Stan, Dr. R. C. Tees, Dr. S. Thorne, Dr. W. Uegama, Dr. J. Vanderstoep, Dr. D. A. Wehrung, Dr. E. W. Whittaker, Dr. R. M. Will, Dr. D. L. Williams, Mr. E. C. H. Woo, Mr. C. A. Woods.

Regrets: Mr. S. Alsgard, Mr. J. A. Banfield, Dean C. S. Binkley, Ms. L. Chui, Dr. D. H. Cohen, Dean M. A. Goldberg, Rev. J. Hanrahan, Mr. F. B. N. Horsburgh, Dr. M. Isaacson, Mr. A. Janmohamed, Dr. M. Levine, Dean J. H. McNeill, Dean A. Meisen, Dr. R. J. Patrick, Dean J. F. Richards, Dean C. L. Smith, Dr. W. C. Wright, Jr.

Senate membership

DECLARATION OF VACANCY

Mr. David Anderson, Convocation senator.

Minutes of the previous meeting

Dr. Tees
Mr. Woods

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That the minutes of the fourth regular meeting of Senate for the Session 1993-94, having been circulated, be taken as read and adopted.

Carried.

Business arising from the Minutes

UBC CLASSROOMS

Dr. Autor referred to the discussion which took place at the previous meeting concerning UBC classrooms. She drew attention to seating difficulties and to the poor condition of some of the classroom seats. She stated that this problem was accelerating and needed immediate attention. Dr. Autor said that she was pleased, therefore, that Vice President Birch had suggested finding other monies for classroom renovations.

JOURNALISM PROGRAM

In response to Dr. Autor's query concerning an article in the Globe and Mail which referred to an endowment for a graduate program in journalism, Vice President Birch confirmed that the program had been approved by Senate and the Board of Governors in 1981 but had not been implemented because of lack of funds. Because of the length of time which had passed since the program was originally approved, Vice President Birch stated that the program would be reviewed and brought to Senate within the next few months. Vice President Birch also confirmed that the funding will provide for facilities, including instructional space.

Dr. Grace informed Senate that program would be submitted to the Senate Curriculum Committee as soon as the Faculty of Arts and the Faculty of Graduate Studies had reviewed and approved the proposal.

Chair's remarks and related questions

President Strangway welcomed to Senate Ms. Leona Sparrow, Lt. Governor appointee, and Mr. Byron Horner, student senator at-large.

President Strangway referred to his broken elbow and complimented the University hospital on the excellent attention he received.

President Strangway announced that the following had accepted invitations to receive honorary degrees at the 1994 Congregation ceremonies:

- George H. Bowering
- Vernon C. Brink
- Margaret Catley-Carlson
- Wallace B. Chung
- Otto Lionel Forgacs
- Koichiro Ejiri
- Diana Kilmury
- Verna J. Kirkness
- David G. A. McLean
- Helen Mussallem
- Patricia M. Proudfoot
- John Lewis Robinson
- Jane Vance Rule
- William George Gabriel Saywell
- Sen Soshitsu
- Michael Smith
- Audrey Grace Thomas
- John Napier Turner

In conclusion, President Strangway drew Senate's attention to the Institute for Advanced Studies and stated that information concerning proposed activities would be circulated to members of Senate in the near future. He stated that planning was well under way for the Liu Centre for International Studies. The President noted that the University was also in the process of developing an internationally focussed college, St. John's College, which will be similar in many respects to Green College. Information concerning the above proposals will also be circulated to members of Senate.

Reports of Committees of Senate

ACADEMIC POLICY COMMITTEE

Procedures for the election of two faculty members to serve on UBC's Board of Governors

Dr. Tees, Chair of the Committee, presented the following report:

Following a recent election of faculty to the Board of Governors, a letter of protest was received with regard to the use of preferential voting in this election. The Senate Agenda Committee referred this matter to the Senate Academic Policy Committee, as a result of which the committee now submits the following recommendation.

"With respect to the election of two faculty members to UBC's Board of Governors, the instructions on the ballot at the next election should be: Election of TWO Faculty members to serve on the Board of Governors for a three year period from ____ to ____.
Vote for no more than TWO candidates."

Rationale:

The *University Act*, part 9, section 42 provides:

"The Senate shall make and publish all rules necessary and not inconsistent with this Act with respect to nominations, elections and voting, and the Registrar shall conduct all elections as are required."

In October of 1977, the Registrar-of-the-Day made a number of recommendations and nominations, elections and voting to the Senate. These were approved by Senate and included the following: (Senate minutes, page 6890)

The election of faculty members to the Board of Governors will be conducted by preferential voting. Voters will be required to rank all candidates in order of preference. No tie rankings will be permitted, ballots will be machine counted in the Computing Centre. The candidates elected will be the two with the lowest numbers of recorded preferences. Ballots will not be considered unless all are ranked.

Similar recommendations from the Registrar (Richard Spencer) were approved in May 1993, in preparation for the elections that occurred this year.

The election of Faculty to the Board of Governors is the only election for the Board or Senate that does not simply instruct the voter to vote for no more than N, where N is the number of positions to be filled.

Dr. Tees

Dr. Will

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That the recommendation of the Academic Policy Committee concerning procedures for the election of two faculty members to serve on UBC's Board of Governors be approved.

Carried.

UBC'S RESPONSE TO A REPORT OF THE COMMITTEE ON GOVERNANCE IN COLLEGES AND INSTITUTES

A Report of the Committee on Governance in Colleges and Institutes, together with UBC's response to the report, had been circulated for information. Dr. Tees explained that the report had been prepared for the provincial government and circulated to universities for response. The Academic Policy Committee had been asked by the President's Office to prepare the response on behalf of the university,

and the response was subsequently sent to the provincial government. Although the report had not been referred to the committee by Senate, the committee thought that members of Senate would be interested in this matter.

Vice President Birch expressed appreciation for the work done by the committee, and in particular Dr. Will who had represented the University Presidents' Council in a meeting with faculty unions, college administrations and the ministry to canvass issues of governance. Vice President Birch stated that the response contained a very helpful review of issues related to academic governance. He stated that the number of degree granting institutions was increasing rapidly and that the academic governance of such institutions should be of great concern to everyone in higher education. He noted that UBC had entered into a number of joint ventures with colleges for degree completion programs and therefore had a stake in ensuring that serious academic governance, in which faculty and students play a significant role, is maintained within the new degree granting institutions.

In response to a query by Dr. Kelsey, Dr. Will stated that meetings were ongoing and that discussions had centred around the College Act that will serve the colleges and institutes. Dr. Will felt that one of his responsibilities was to ensure that the particular problems and needs of the university colleges are taken into account in the proposed legislation. Dr. Will stated that the other B.C. universities had endorsed the response from UBC.

ADMISSIONS COMMITTEE

Dr. Will, Chair of the committee, reported on items which had been referred to the committee.

Faculty of Arts

Proposal that Italian 11 (School District #41) be recognized as meeting the UBC language 11 admission requirement

The committee recommended approval of a proposal from the Faculty of Arts that Italian 11 (School District #41) be recognized as meeting the UBC language 11 admission requirement.

Dr. Tees
Dr. Will

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That Italian 11 (School District #41) be recognized as meeting the UBC language 11 admission requirement.

Carried.

Education Abroad Programs

New partner institutions

The committee recommended approval of the following new Education Abroad partner institutions:

- Australian National University (Canberra, Australia)
- The University of Western Australia (Perth, Australia)
- Leuven University (Leuven, Belgium)
- Universidad de la Americas-Puebla (Puebla, Mexico)
- Nanyang Technological University (Singapore)
- Lund University (Sweden)

Dr. Tees
Dr. Will

}

That the list of new Education Abroad partner institutions be approved.

Carried.

Faculty of Graduate Studies

Proposed Calendar statement for the M.Sc. in Genetic Counselling

The committee recommended approval of the following Calendar statement:

"The Department of Medical Genetics offers a two-year program of advanced study leading to the M.Sc. degree in Genetic Counselling. This is a master's program without thesis. The program provides a strong academic component focusing on the fundamental and applied principles of human genetics and in depth clinical experience

necessary for the genetic counsellor. Required courses include MEDG 530, MEDG 550, MEDG 560, MEDG 565, MEDG 570, MEDG 575, MEDG 548 and CNPS 362. Students must also successfully complete a written final comprehensive examination.

Students admitted to the program will have an undergraduate degree in science or the equivalent, including introductory courses in genetics (BIOL 334 or equivalent) and biochemistry, and either statistics or approval of the program director."

<i>Dr. Will</i>	}	<i>That the Calendar statement for the M.Sc. in Genetic Counselling be approved.</i>
<i>Dr. Lyster</i>		

Carried.

Faculty of Graduate Studies

Resource Management and Environmental Studies

The committee recommended approval of a Calendar entry which includes a statement that acceptance into the program is dependent upon:

1. meeting the entrance requirements of the Faculty of Graduate Studies;
2. submission by the student of a thesis proposal acceptable to the Resource Management and Environmental Studies Committee; and
3. a faculty member being willing to act as the student's supervisor.

<i>Dr. Will</i>	}	<i>That the Calendar statement for the Resource Management and Environmental Studies Graduate programs be approved.</i>
<i>Mr. Goehring</i>		

Carried.

Faculty of Medicine

Revised Calendar statement on Selection of Candidates for Admission

The committee recommended approval of a revision to item 3.e of a Calendar statement on Selection of Candidates for Admission. The statement now reads: "Evaluations based on interviews, which may be held at the discretion of the Admissions Committee."

*Dr. Will
Dean Hollenberg*

}

*That the revised Calendar statement on
Selection of Candidates for Admission be
approved.*

Carried.

Faculty of Science

Revised admission statement

The committee recommended approval of the following revised admission statement:

Apart from the usual...Physics 12. Students may find it to their advantage to present credit for as many of Biology 12, Chemistry 12, and Physics 12 as possible. Certain programs have fewer requirements in one or more of these subjects with Grade 12 credit. For information about advanced...consult the UBC Admissions Guide or the Office...(Admissions).

*Dr. Will
Dean McBride*

}

*That the revisions to the Faculty of Science
admission statement be approved.*

Carried.

Faculty of Graduate Studies

Admission requirements for the Ph.D. in Human Kinetics

The committee recommended approval of the following admission requirements for the Ph.D. in Human Kinetics:

The program is governed by the general requirements for the Ph.D. as laid out by the Faculty of Graduate Studies. In addition, a thesis-based master's degree in Human Kinetics, Physical Education, Kinesiology, or other related field of study, along with appropriate undergraduate and graduate courses, are required for admission to the program. Applicants with an undergraduate or graduate degree in other than Human Kinetics will be considered for admission, particularly if they have a strong relationship to Human Kinetics. The student's thesis committee, in accordance with the policy of the Faculty of Graduate Studies, will recommend a program to provide a strong background, appropriate

research skills and specialization in the chosen field of study, and set a two-part comprehensive examination after completion of the course work. Following the comprehensive examination, the student will present a formal thesis proposal for approval by the committee before proceeding to the research.

Potential applicants should contact the Graduate advisor, School of Human Kinetics, for application forms and information brochure which describes the required supporting documentation (letters of references, statement of research interest).

<i>Dr. Will</i>	}	<i>That the admission requirements for the Ph.D. in Human Kinetics be approved.</i>
<i>Dean Sheehan</i>		

Carried.

School of Rehabilitation Sciences

The committee recommended approval of the following revised admission statement for the Occupational Therapy and Physical Therapy programs:

Applicants for admission to the programs in the School of Rehabilitation Sciences will be considered from candidates who met the prerequisite courses and minimum academic standing listed in the applicable program of study. Because of limitations in clinical placements, facilities and resources, class size must be restricted. Not every qualified applicant will be offered admission. Admission is based on a selection process which strives to enrol the most highly qualified applicants. Selection is based on completion of prerequisites, academic standing, written and verbal communication skills, maturity and personal suitability. Personal characteristics are judged through interviews and letters of reference. Written communication skill is judged by performance on a timed and supervised essay. Primary consideration is given to residents of British Columbia. Applicants will be notified if they qualify for the essay and interview. Specific and up-to-date admissions procedures are described in the respective programs' "Information for Prospective Students" handouts, available from the Coordinator, Student Services, in November of each year.

Prerequisite information:

B.Sc. (O.T.) required prerequisite courses:

A minimum of 30 credits of university or college coursework is required, and must include:

- Biology, 6 credits (BIOL 101 or 102 or 103)
- English, 3 credits (ENGL 112 recommended)
- Psychology, 3-6 credits at 100 or 200 level
- Sociology or Anthropology, 3-6 credits at 100 or 200 level
- Statistics, 3 credits
- Electives, 6-12 credits, as required to fulfil 30 credit minimum

Recommended: Chemistry 103 or 110 or 120

Minimum Academic Standing: 70% (GPA 2.8), calculated for the 30 credits of prerequisite courses

References: One letter of reference is required from a person knowledgeable about the applicant's volunteer or work experience with people with disabilities. The letter must verify a minimum of 70 hours experience.

B.Sc. (P.T.) required prerequisite courses:

A minimum of 30 credits of university or college coursework is required, and must include:

- Biology, 6 credits (BIOL 101 or 102 or 103)
- Chemistry, 6 credits (103 or 110 or 120)
- English, 3-6 credits (ENGL 112 recommended)
- Psychology, 3-6 credits at 100 or 200 level
- Statistics, 3 credits
- Electives, 3-9 credits, as required to fulfil 30 credit minimum

High School Prerequisite: Physics 11

Minimum Academic Standing: In order to be considered eligible, applicants must:

1. Achieve an average of 65% (2.5) for the prerequisite courses (Biology, Chemistry, English, Psychology, and Statistics); and
2. Obtain a minimum standing of 70% (2.8) in 30-60 credits which will be based on:
 - a) the prerequisite courses and electives (a total of 30 credits) for applicants who have completed one (1) year;
 - b) all credits (to a maximum of 60) for applicants who have completed two (2) years; or,
 - c) the most recent thirty (30) credits and thirty (30) credits from one other year in which the applicant has attained the best academic standing (a total of 60 credits) for applicants who have completed three (3) or more years.

References: Two letters of reference are required, one of which must be from a person knowledgeable about the applicant's volunteer or work experience with people with disabilities. The letter must verify a minimum of 70 hours experience.

*Dr. Will
Dean Hollenberg*

}

*That the revised admission statement for the
Occupational Therapy and Physical Therapy
programs be approved.*

Carried.

Faculty of Arts

Revised admission requirements for the Bachelor of Social Work program

The committee recommended approval of the following revised admission requirements for the Bachelor of Social Work program:

1. Admission to the BSW program is open to persons in either of two categories:
 - a) Persons with a minimum of 60 credits of courses in the Bachelor of Arts program at The University of British Columbia, or their equivalent at another university or college.
 - b) Persons holding a BA degree, or equivalent degree.
2. An overall average of at least 60% on all post-secondary studies, and an average of at least 68% on the last 60 credits preceding admission, are required for admission.
3. Pre-admission studies must include:
 - a) 6 credits of first year English;
 - b) 6 credits of course work dealing with the dynamics of human behaviour, normally selected from the subject area of psychology;
 - c) 18 credits of course work selected from the subject area of economics, sociology, psychology, political science, Canadian history, geography, women's studies;
 - d) at least 3 credits in statistics.
4. Applicants are required to satisfy the School of their personal potential and their reasons for wanting to pursue a career in social work by submitting a personal statement. Letters of reference, and an account of all relevant volunteer and/or paid work experience are required also. Assessment of professional suitability is determined by members of the School's faculty. The quality of the applicant's writing skills will be considered in the overall assessment.
5. Admission is based on the applicant's academic standing and suitability for a career in social work. In addition, special consideration is given to qualified applicants who declare themselves to be of First Nations ancestry, a member of a visible minority, or a person with a disability.
6. Interviews are not normally required. The School's Admissions Committee may request an interview.
7. The program has a limited enrolment, and admission is competitive. Fulfilment of the minimum requirements for admission is not a guarantee of acceptance.
8. Persons considering application to the program must request the BSW admissions package by writing to the Admissions Office, UBC School of Social Work.

Deadline for application to the program is January 31.

*Dr. Will
Dean Marchak*

}

*That the revised admission requirements for
the Bachelor of Social Work program be
approved.*

Carried.

CURRICULUM COMMITTEE (SEE APPENDIX)

Dr. Berger, Chair of the committee, presented the following report.

Faculty of Agricultural Sciences

The committee recommended approval of curriculum proposals from the Faculty of Agricultural Sciences, with the exception of the Family Science proposals which are being withheld pending approval by the Faculty of Arts. It was noted that the Human Nutrition proposals had been withdrawn, with the exception of the change in the title of HUNU 201.

Dr. Berger
Dr. Randall

}

*That the proposals of the Faculty of
Agricultural Sciences, with the exceptions
noted, be approved.*

Carried.

Faculty of Applied Science

The committee recommended approval of curriculum proposals from the Faculty of Applied Science, with the exception of the Civil Engineering proposals which had been withdrawn.

Dr. Berger
Dr. Autor

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*That the proposals of the Faculty of Applied
Science, with the exception of the Civil
Engineering proposals, be approved.*

Carried.

Faculty of Arts

The committee recommended approval of revised Calendar statements.

Dr. Berger
Dean Marchak

}

*That the proposed revisions to the Faculty of
Arts Calendar statements be approved.*

Dr. Will drew attention to the proposed advancement criteria, and expressed concern that those students who are unable to maintain a 55% cumulative average

could conceivably be in the system for more than four years if they were placed on probation in the third or fourth year. Also, if a student is unable to maintain the 55% cumulative average on the final 60 credits of their program they will not graduate, even though they have passed all their courses.

Dr. Will also drew attention to the paragraph on Failed Standing, stating that the basis for readmission was unclear if a student did not attend a B.C. college after being required to withdraw for a year. He said that there appeared to be some inconsistency in that the statement says that no student required to withdraw has a right to readmission but it then goes on to say that students who meet the appropriate GPA for college transfer students will be readmitted.

After considerable discussion it was agreed that the statement should read:

Students in the Faculty of Arts who register in (and do not officially withdraw from) 12 credits or more in any session, and obtain a sessional average of less than 45% will be assigned Failed Standing and required to withdraw from the Faculty. They may apply for readmission after one year. Students required to withdraw who have completed 54 or fewer Arts eligible credits will be readmitted if:

1. they attend a B.C. College or similar institution and complete the required number of university transfer credits specified below before seeking readmission to UBC:

Number of credits completed	Number of university transfer credits required
<36	30
39-45	24
48-54	21

; and

2. meet the appropriate GPA for college transfer students.

Many members of Senate expressed concern that students could fail to graduate even though they have passed all their courses. While many agreed with the proposal to raise standards, some maintained that this was not the way to do it.

After further discussion the motion to approve the revised Calendar statements for the Faculty of Arts was put and carried.

Faculty of Dentistry

The committee recommended approval of curriculum proposals from the Faculty of Dentistry. It was noted that CDSC 727 was to be deleted, not CDSC 715.

<i>Dr. Berger</i>	}	<i>That the proposals of the Faculty of Dentistry be approved.</i>
<i>Dr. Boyd</i>		

Carried.

Faculty of Graduate Studies - Ph.D. Program in Human Kinetics, Graduate programs in Resource Management and Environmental Studies and curriculum proposals

The committee recommended approval of a Ph.D. program in Human Kinetics, Graduate programs in Resource Management and Environmental Studies, and curriculum proposals, subject to editorial changes.

<i>Dr. Berger</i>	}	<i>That the proposals of the Faculty of Graduate Studies be approved.</i>
<i>Dean Grace</i>		

Carried.

Faculty of Pharmaceutical Sciences

The committee recommended approval of a new course and course deletions proposed by the Faculty of Pharmaceutical Sciences.

<i>Dr. Berger</i>	}	<i>That the proposals of the Faculty of Pharmaceutical Sciences be approved.</i>
<i>Dr. Lyster</i>		

Carried.

Faculty of Science

The committee recommended approval of curriculum proposals from the Faculty of Science, subject to editorial changes.

<i>Dr. Berger</i>	}	<i>That the proposals of the Faculty of Science be approved.</i>
<i>Dean McBride</i>		

Attention was drawn to the First Year requirements in the Faculty of Science and a list of additional courses for students to choose from. It was agreed that Astronomy 101 be added to the list provided that it be indicated that it is not a prerequisite for any other course.

The motion was put
and carried.

Program Guides

The committee recommended that a brief statement be added to introductory paragraphs in the Calendar noting the existence of program guides and indicating where they can be obtained.

<i>Dr. Berger</i>	}	<i>That the recommendation of the Senate Curriculum Committee concerning program guides be approved.</i>
<i>Dr. Autor</i>		

In response to a query, Dr. Berger confirmed that should there be any discrepancies between what is published in the program guides and what is published in the Calendar, the UBC Calendar is the official binding document.

Carried.

Deletion of courses not taught for four or more years

The committee recommended that Faculties be advised that courses which had not been taught for four years or more will be deleted from the Calendar if they are not taught in the next year.

<i>Dr. Berger</i>	}	<i>That courses which have not been taught for four years or more be deleted from the Calendar if they are not taught in the next year.</i>
<i>Dr. Autor</i>		

Dr. Berger explained that the intent of the motion was to delete those courses from the Calendar that had not been offered for many years and which were not likely to be offered in the foreseeable future. The committee felt that to continue to list such courses was false advertising.

In response to a query, Dr. Berger confirmed that if a Faculty wished to reinstate a deleted course it would have to go through the process of Faculty and Senate approval, although material could be offered under special topics courses pending reinstatement of a deleted course.

Dr. Wehrung suggested that instead of deleting courses which might be offered at some future date, they could simply be left out of the Calendar until such time as they could be offered, or, alternatively, that a statement could be inserted in the Calendar informing students of the status of a course.

Vice President Birch spoke in favour of the principle, stating that it was important that there be an accurate list of courses available to students. He suggested that rather than automatically deleting courses, each department be asked to review a list of courses not offered for say three years and, if appropriate, the courses be either deleted or retained.

After further discussion it was suggested that this matter be referred back to the Senate Curriculum Committee for further consideration.

Dr. Birch
Dr. Williams

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*That the proposal be referred back to the
Senate Curriculum Committee for further
consideration.*

Carried.

AD HOC COMMITTEE ON UNIVERSITY ORGANIZATION

Dr. Shearer, Chair of the committee, reported on the activities of the committee. He explained that the committee's assignment was different from that of most committees of Senate in that most committees receive proposals from Faculties, review them, and make recommendations to Senate. By contrast, the University Organization committee has been asked to take the initiative in investigating a very complicated issue in the organization of the university, to do the basic research, to engage in sober deliberations on matters about which faculty members, students and administrators have very deep feelings and convictions and hence strong vested interests.

Dr. Shearer stated that the work was complex and the responsibility quite heavy. Although no staff had been assigned to assist the committee, Dr. Shearer acknowledged that Walter Sudmant, Manager of Institutional Research, had generously agreed to assist the committee to the extent possible.

The committee meets twice monthly, and during the fall term spent some time discussing the approach to the study before sending letters to all Deans, Directors, and Department Heads inviting their cooperation and requesting information. The committee posed four questions about the administrative organization of the various academic units on campus:

- a. changes in administrative arrangements planned or in process
- b. other changes that they would suggest to improve administrative efficiency
- c. structural models in use elsewhere that the committee ought to consider
- d. interaction with other units on campus and proposals that might improve the effectiveness and efficiency of these interactions

The cooperation was generally good, but not excellent, in terms of responding to that. Three Deans did not respond. Many heads and directors provided thoughtful responses which raised many important issues. Drawing on that material,

the committee members obtained insights into the organizational problems of the university and drew up a list of 27 potential issues for further study. The committee ranked them in order of priority with a view to studying them more intensively. The issues fall into the following categories:

- a. Academic policies - such as those governing which courses, in which faculties, students may take.
- b. Administrative procedures - such as the search for more efficient linkages between academic units and central service units.
- c. Restructuring of academic units - including the merger or division of departments and divisions, the realignment of some departments and programs among Faculties, and the merger of some Faculties.
- d. The question of process - if restructuring is to occur, how is it to be undertaken, what body makes the decisions, what are the relative roles of Senate, central administration, Deans and Heads, how will faculty and students be consulted.

The issue with the highest priority among those canvassed by the committee is the question of department size. There appears to be considerable concern that administrative costs are not proportionately smaller in small departments, that is that there may be economies of scale in administration, but there is also the concern that some academic units may be too large for efficient administration. A letter concerning this issue will shortly be sent to most Deans, those that have departments and division within their Faculties, seeking further information relevant to the committee's deliberations. In this context, the committee defines administrative costs broadly and have included not only such explicit costs as expenditure on administrative support staff, administrative stipends, administrative leave, external searches for new department heads, but also implicit administrative costs that do not involve explicit expenditures for administrative purposes but nonetheless divert scarce resources from alternative uses, particularly teaching and research. These include: released time from teaching responsibilities for department or division heads and other academic

Adjournment

administrators within departments or divisions, faculty time devoted to committee work and administrative tasks (time that could otherwise be devoted to teaching and research), space devoted to administrative activities (space that could otherwise be used for other academic activities), and time devoted to internal searches for new department heads.

In conclusion, Dr. Shearer stated that the committee is also considering proposals for the realignment of some departments and programs but is not yet at a sufficiently advanced stage in its discussions to comment.

Adjournment

The meeting adjourned at 10:00 p.m.

Next meeting

The next regular meeting of Senate will be held on Wednesday, February 16, 1994.

APPENDIX

COURSE AND CURRICULUM PROPOSALS

Faculty of Agricultural Sciences

School of Family and Nutritional Sciences

B.Sc. in Dietetics - change in program requirements. Delete HUNU 309 from list of required courses.

Human Nutrition

Change HUNU 201 - change in title

Home Economics

Deletions HMEC 310, 400, 430, 460

Changes HMEC 352, 354 - change in title and description
 HMEC 360, 366, 454 - change in description
 HMEC 452 - change in title, description and hours

Plant Science

New courses PLNT 335 (3) Plant-Microbe Interactions
 PLNT 433 (3) Integrated Pest Management

Deletion PLNT 414

Changes PLNT 413 - change in title, description, hours and prerequisite

Nutritional Science

Changes HUNU 305 - change in title and prerequisites
 HUNU 307 - change in title

Faculty of Applied Science

Bio-Resource Engineering

Calendar revisions and changes to second and third year programs

Chemical Engineering

New course CHML 480 (2-3) Hazardous Waste Processing

Change CHML 475 - change in credits
 CHML 454 - change in hours

Engineering Physics

Changes APSC 459, 479 - change in description, credits and hours

Program changes

Geological Engineering

Program changes

Mechanical Engineering

Deletions	MECH 371, 461, 474, 480
Changes	MECH 390 - change in number (now 430), hours and prerequisite MECH 391 - change in number (now 431), title, description and prerequisite MECH 455, 456, 457 - change in title, description, credits, and hours MECH 465 - change in description, credits and hours

Program changes

Metals and Materials Engineering

New courses	MMAT 252 (4) Pyrometallurgy I MMAT 263 (4) Transport Phenomena I MMAT 493 (2) Quality Engineering
Deletions	MMAT 262, 264
Changes	MMAT 280 - change in title, description, credits and hours MMAT 350 - change in credits and hours

Changes to second, third and fourth year programs

Faculty of Arts

Revised Calendar statements

Faculty of Dentistry

Post-graduate Specialty Training Program Periodontics - change in program description

New courses	CDSC 713 Implant Therapy CDSC 716 Guided Tissue Regeneration
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Deletion	CDSC 727
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Faculty of Graduate Studies

Archival Studies

Changes	ARST 510, 515, 516, 520, 530, 540, 551, 573, 587, 595, - change in title and description ARST 593 - change in title, description, credits ARST 594 - change in credits, description
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Deletions	ARST 535, 550, 582, 586
New	ARST 512 (3) Indexing ARST 517 (3) Record Keeping ARST 519 (3) History of Archival Concepts ARST 555 (3) Management of Electronic Records ARST 592 (3-6) c Directed Research Project ARST 598 (0) Major Essay

Change in program description

Change in program requirements

Asian Studies

Change	ASIA 502 - change in title
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Biology

Deletion	BIOL 523
Change	BIOL 522 - change in title, credits, description

Chemistry

Changes	CHEM 534 - change in title and description CHEM 568 - change in title
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Civil Engineering

Change	CIVL 502 - change in description, credits
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Commerce and Business Administration

Changes	COMM 579, 672, 695 - change in title, description, prerequisite COMM 697 - change in number, description (formerly 597)
New courses	COMM 673 (3) Advanced Topics in Theoretical Asset Pricing COMM 674 (3) Advanced Topics in Empirical Asset Pricing

Dentistry

New course	CDSC 501 (3) Cell Biology of Diseased and Healing Periodontium
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Economics

New courses	ECON 600 (3) Microeconomics I ECON 602 (3) Macroeconomics I
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Changes ECON 500 - change in title
 ECON 601 - change in number (formerly 501)
 ECON 603 - change in number, title (formerly 503)

Electrical Engineering

Change ELEC 571 - change in credits

Fine Arts

Change FINA 571 - change in description
Deletion FINA 575

Forestry

Add FRST 509 to Calendar (this course is cross-listed as FRST 509/PLNT
 514/BOTA 545)
Changes FRST 584 - change in credits, description, vector
 FRST 546 - change title, description, credits, vector
 CONS 500 - change credits, vector

Health Care and Epidemiology

Deletion HCEP 513

Human Kinetics

New courses HKIN 591 (3) Seminar in the Organizational Analysis of Sport
 HKIN 601 (3-12) d Doctoral Seminar
 HKIN 699 (0) Ph.D. Thesis

Changes HKIN 567, 570, 580 - change in description
 HKIN 583 - change in title, description

Change all graduate courses identified as "PHED" to "**HKIN**"

Change all references in the UBC Calendar to "Master of Physical Education" and
"MPE" to "**Master of Human Kinetics**" and "**MHK**" respectively.

Change all references in the UBC Calendar to the field of study of "Physical
Education" to "**Human Kinetics**".

Change "MPE" Program description to "**MHK**".

Change area name "socio-cultural" to "**socio-managerial**".

Ph.D. Program in Human Kinetics - Calendar statement:

The program is governed by the general requirements for the Ph.D. as laid out by the Faculty of Graduate Studies. In addition, a thesis-based master's degree in Human Kinetics, Physical Education, Kinesiology, or other related field of study, along with appropriate undergraduate and graduate courses, are required for admission to the program. Applicants with an undergraduate or graduate degree in other than Human Kinetics will be considered for admission, particularly if they have a strong relationship to Human Kinetics. The student's thesis committee, in accordance with the policy of the Faculty of Graduate Studies, will recommend a program to provide a strong background, appropriate research skills and specialization in the chosen field of study, and set a two-part comprehensive examination after completion of the course work. Following the comprehensive examination, the student will present a formal thesis proposal for approval by the committee before proceeding to the research.

Potential applicants should contact the Graduate advisor, School of Human Kinetics, for application forms and information brochure which describes the required supporting documentation (letters of references, statement of research interest).

Language Education

New courses	ENED 589 (3) Theory and Research in Early Literacy READ 545 (3) Theoretical Foundations of ESL/EFL Reading Pedagogy READ 589 (3) Theory and Research in Early Literacy
Changes	READ 508 - change in title, description, credits READ 544 - change in description, prerequisites, credits READ 561 (3-12) c - split into two courses: READ 560 (3-6) d Assessment in Reading and Other Language Arts READ 561 (2) Practicum in Assessment in Reading and Other Language Arts

Library and Information Studies

Changes	LIBR 510, 511, 512, 550, 551, 553, 560 - change in title, description LIBR 524 - change in title LIBR 514, 522, 539, 542, 569, 592, 593 - change in title, description, credits LIBR 520, 540, 541 - change in description LIBR 544, 594 - change in description, credits LIBR 548 - change in prerequisite LIBR 559 - change in title, description, credits, prerequisite LIBR 579 - change in description, credits, prerequisite
Deletions	513, 523, 525, 526, 528, 531, 532, 533, 543, 552, 568, 573, 574, 575, 582, 583, 584, 585

New LIBR 500 (3) Foundations of Information
 LIBR 519 (3) History of Archival Concepts
 LIBR 538 (3/6) d Specialized Literatures
 LIBR 545 (3/6) d Services for Groups with Specialized Interests
 LIBR 555 (3) Management of Electronic Records
 LIBR 587 (3) Preservation
 LIBR 591 (3) Topics in Research Methods
 LIBR 596 (3) Professional Experience
 LIBR 599 (12) Thesis

Change in program description

Change in degree requirements

Medical Genetics

New course MEDG 505 (3) Genome Analysis

Change MEDG 510 - change in prerequisite

Microbiology

Change MICR 502 - change in prerequisite

Nursing

New course NURS 690 (3/6) Directed Studies in Nursing

Physics

Changes PHYS 504 - change in title and description
 PHYS 508 - change in credits, description, prerequisite
 PHYS 510, 523, 528, 529 - change in credits

Psychology

Change PSYC 534 - change in title

New PSYC 573 (3) Industrial Psychology

Rehabilitation Sciences

Change course designators of RHME 500, 502, 504, 506, 508, 510, 515, 520, 549 to
RHSC 500, 502, 504, 506, 508, 510, 515, 520, 549

Resource Management and Environmental Studies - M.A., M.Sc., and Ph.D. Programs

Program requirements: For the Master's degree, 36 credits is the minimum
requirements for graduation:

Required courses	12 credits
Electives	12 credits
Research Thesis	12 credits
Total	36 credits

The student's previous academic background, the choice of electives, and the focus of the research thesis determine whether the M.A. or M.Sc. program is followed.

For the Doctor of Philosophy degree, all candidates must complete Resource Management and Environmental Studies 500, 501, and 502 (or equivalent). The remainder of the academic program is determined by the candidate and the supervisory committee. Part-time study or program without thesis is not available.

New courses	RMES 501 (3) Perspectives on Resources and Environment RMES 502 (3) Seminar on Resources and Environment
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Social and Educational Studies

New	SSSED 511 (3) Problems in Historical Understanding EDST 505 (3) History of North American Native Education
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Statistics

Changes	STAT 519 - change in prerequisites STAT 520, 521, 522 - change in credits, title, description, prerequisite
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New courses	STAT 526 (2-6) d Topics in Smoothing Methods STAT 538 (3) Generalized Linear Models
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Visual and Performing Arts in Education

Change	ARTE 541 (3-9) c - split into three courses: ARTE 541 (3) Perspectives, Practice, and Curriculum Issues in Contemporary Art Education ARTE 542 (3) Historical and Social Foundations of Art Education ARTE 543 (3) Psychological Foundations of Art Education
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Faculty of Pharmaceutical Sciences

New course	PHAR 480 (6) Drugs: Pharmacology and Therapeutics IV
Deletions	PHAR 401, 406, 456

Faculty of Science

Calendar Revisions:

Admission Requirements

Change in statement

First-year students

Change in statement

Limitation of Enrolment

Add statement

Credit

Change in statement

Faculty Requirements for B.Sc. (Graduation Requirements)

Change paragraphs 3, 4, 5 and 7

First Year Requirements

Change in statement

Science One Program

Change Third paragraph

Minimum Requirements for Promotion

Change in statement

Major Program

Change in statement

General Science Program

Change in statement

Examinations

Change in statement

Failed Standing - change heading from "Unsatisfactory Standing"

Required to Discontinue

Change statement and add sub-headings

Required to Withdraw

Change statement

Illness and Compassion - change heading from "Compassion and Welfare"

Add paragraph

Supplemental Examinations

Change in statement

Science Scholar

Change in statement

Dean's Honour List

Change in statement

General Science Program

Change in statement

Aquacultural Science

Change in program

Astronomy

Change ASTR 200 - change in prerequisite
Change in **Major** program
Change in **Honours Astronomy and Geophysics** program

Atmospheric Science

Change in **Major** program

Biochemistry and Molecular Biology

Requirements for the B.Sc. Degree

Change in **Option A**

Change in **Option B**

Change in **Honours** program

Biology

Change in preamble to course descriptions

Deletions BIOL 101, 102, 103

Changes BIOL 330, 353, 436- change in description
BIOL 400 - change in hours
BIOL 419, 452 - change in prerequisite
BIOL 428 - change in description, prerequisite
BIOL 430 - change in title, description, prerequisite, hours

New BIOL 110 (3) Cellular and Organismal Biology
BIOL 115 (3) Organismal Biology
BIOL 120 (3) Genetics, Evolution and Ecology
BIOL 438 (3) Zoological Physics

Change in preamble to program descriptions

Delete **Cell and Developmental Biology Major and Genetics Major**
programs

Changes in programs:

Requirements for the B.Sc.
Degree Major and Honours (All Options)
Animal Biology, Major and Honours
Cell and Developmental Biology Honours
Conservation Biology Major and Honours
Ecology and Environmental Biology Major and Honours
General Biology Major and Honours
Genetics Honours
Plant Biology Major and Honours

New program:

Cell Biology and Genetics Major

Chemistry

Deletion	CHEM 120
Changes	CHEM 201, 202, 203, 205, 208, 213, 230, 251, 262, 301, 302, 420 - change in prerequisites
New	CHEM 121 (3) Structural Chemistry, with Application to Chemistry of the Elements CHEM 122 (3) General Chemistry

Changes in programs:

Combined Biochemistry and Chemistry Honours
Combined Biology and Chemistry Honours
Combined Chemistry and Mathematics Honours
Chemistry Major and Honours
Combined Oceanography and Chemistry Honours
Combined Honours Chemistry and Another Subject

Computer Science

Changes in programs:

Major and Honours

Earth and Ocean Sciences

New	Earth Science 100 (3) Introduction to Planet Earth
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Environmental Sciences

Change in **Honours** program

Geography

Changes in programs:

Major in Physical Geography
Honours Climatology
Honours Geomorphology
Combined Honours Geography and Geology

Geological Sciences

Changes	GEOL 202, 235** - change in description GEOL 335 - change in description, prerequisite
New	GEOL 444 (3) Groundwater Remediation

Change in programs:

Major and Honours
Combined Honours Geology and Geophysics
Combined Honours Geology and Another Subject

Geophysics

Deletion	GEOP 400
Changes	GEOP 120, 230 - change in prerequisites
New	GEOP 300 (3) Environmental, Geotechnical, and Exploration Geophysics I GEOP 301 (3) Environmental, Geotechnical, and Exploration Geophysics II

Change in programs:

Major and Honours

Mathematics

Deletions	MATH 360, 362
Changes	MATH 300, 301, 350 - change in description MATH 443 - change in hours

Add to Calendar statement: **Credit for High School Calculus Courses**

Changes in programs:

Major and Honours

Major in the Mathematical Sciences

Microbiology

Changes	MICB 318, 418 - change in title
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Change in Calendar statement

Changes in programs:

Option A - Major

Option A - Honours

Option B Environmental Microbiology Major

Option B Environmental Microbiology Honours

Nutritional Sciences

Changes	HUNU 305 - change in title, prerequisite HUNU 307 - change in title
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Change in program

Oceanography

Changes in programs:

Combined Oceanography and Biology Honours
Combined Fisheries Oceanography Honours
Combined Oceanography and Chemistry Honours
Combined Oceanography and Geology Honours
Combined Oceanography and Geophysics Honours
Combined Oceanography and Physics Honours

Pharmacology and Therapeutics

Changes in programs:

Major and Honours

Physics

Change in preamble to course descriptions

Deletions PHYS 110, 115, 120, 236, 252

Changes PHYS 140 - change in description
 PHYS 153*, 216, 230, 250* - change in prerequisites
 PHYS 156*, 170*, 200, 203, 206, 209, 211, 213, 215, 311 - change
 in credits, prerequisites, hours
 PHYS 251* - change in description, prerequisite
 PHYS 319 - change in description, credits, prerequisites, hours

Change in preamble to programs:

Courses Primarily for First Year Students

New PHYS 100 (3) Introductory Physics
 PHYS 101 (3) Elementary Physics I
 PHYS 102 (3) Elementary Physics II
 PHYS 121 (3) Physics I
 PHYS 122 (3) Physics II
 PHYS 159* (1) Experimental Techniques
 PHYS 438 (3) Zoological Physics

Changes in programs:

Major and Honours

Physiology

Change in program:

Honours

Psychology

Change in programs:

Major and Honours

Statistics

Deletion STAT 304

New STAT 335 (3) Statistics in Quality Assurance
 STAT 450 (3) Case Studies in Statistics

Changes in programs:

Major and Honours

Combined Honours in Mathematics and Statistics I