



THE UNIVERSITY OF BRITISH COLUMBIA

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## VANCOUVER SENATE

### MINUTES OF NOVEMBER 18, 1998

#### Attendance

**Present:** President M. C. Piper (Chair), Vice-President B. C. McBride, Dean F. S. Abbott, Dr. P. Adebar, Mr. R. Appoo, 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, Ms. A. Cheema, Mr. M. Edwards, Dr. V. Froese, Dr. J. H. V. Gilbert, Mr. C. L. Gorman, Dean F. Granot, Rev. J. Hanrahan, Dr. P. G. Harrison, Dean M. Isaacson, Dr. M. R. Ito, Dean M. M. Klawe, Mr. J. Ko, Mr. O. C. W. Lau, Mr. D. K. Leung, Mr. B. Liu, Dr. D. M. Lyster, Dr. D. J. MacDougall, Dr. M. MacEntee, Dr. K. May, Acting Dean J. A. McLean, Dr. W. R. McMaster, Mr. W. McMichael, Mr. W. B. McNulty, Mr. A. Mitchell, Mr. R. Morin, Dean S. Neuman, Mr. V. Pacradouni, Mr. R. L. de Pfyffer, Dr. W. J. Phillips, Mr. G. Podersky-Cannon, Dean M. Quayle, Ms. C. Quinlan, Prof. J. A. Rice, Dr. D. P. Rolfsen, Dr. H. J. Rosengarten, Dr. R. W. Schutz, Dean N. Sheehan, Dr. C. E. Slonecker, Mr. A. H. Soroka, Dr. J. R. Thompson, Dr. S. Thorne, Dr. J. Vanderstoep, Mr. D. R. Verma, Dr. P. A. Vertinsky, Dr. R. A. Yaworsky, Mr. A. Zuniga.

**Regrets** Chancellor W. L. Sauder, Dean *pro tem*. D. R. Atkins, Mr. P. T. Burns, Dean J. A. Cairns, Mr. W. Cheung, Mr. A. Chui, Ms. L. Chui, Dr. V. Gomel, Mr. H. D. Gray, Dr. A. G. Hannam, Dr. F. G. Herring, Mr. J. Keng, Dr. V. J. Kirkness, Dr. S. B. Knight, Mr. J. Kondopulos, Dr. M. Levine, Prof. P. T. K. Lin, Mr. T. P. T. Lo, Mr. R. W. Lowe, Dr. P. L. Marshall, Ms. K. Sonik, Ms. L.M. Sparrow, Dr. M. Thompson, Dr. W. Uegama, Dr. D. Ll. Williams, Dr. W. C. Wright, Jr., Dean E. H. K. Yen.

#### Senate Membership

The Chair introduced and welcomed new members Dr. Maria Klawe, Dean, Faculty of Science and Dr. Tom F. Pedersen, Elected Representative of the Faculty of Science, replacing Dr. H. B. Richer.

### **The Minutes of the previous meeting**

Dean Granot	}	<i>That the minutes of the second regular meeting of Senate for the Session 1998-99, having been circulated, be taken and adopted as read.</i>
Dr. Vanderstoep		

Carried.

### **Chair's remarks and related questions**

#### **TREK 2000: A VISION FOR THE 21ST CENTURY**

The final version of *Trek 2000: A Vision for the 21<sup>st</sup> Century* was circulated at the meeting. President Piper reported that the document was to be considered for approval by the Board of Governors on Thursday, November 19, 1998. Invitations to both internal and external launch celebrations had been sent to members of Senate, and the Chair encouraged everyone to attend. The President thanked Dr. Herbert Rosengarten for his work in both compiling the document and organizing the launch events.

#### **FIRST UBC ANNUAL GENERAL MEETING**

The President gave a report on UBC's first Annual General Meeting, which was held in two sessions: one in downtown Vancouver and the other on the UBC Campus. Between 300 and 400 members of the public attended the downtown session. The Annual General Meeting represented an effort to raise public awareness about UBC, focussing particularly on UBC's performance during the 1997/98 year. *Annual Report 97/98* was circulated at both sessions and also distributed the following week as an insert in *The Vancouver Sun*. Members of the external community have praised UBC for taking the initiative to hold this public meeting. The President encouraged members of Senate to provide feedback, including suggestions for improving the Annual General Meeting in the future. Comments may be sent to the Office of the Vice President, External Affairs or to the Office of the President.

## VISIT TO EUROPE

The President gave a brief report on her recent trip to Europe. The itinerary included a visit to the European Union in Belgium and a meeting with the German Academic Exchange Service (DAAD) to discuss its support of the Institute for European Studies. The Institute has drawn attention to the importance of European Studies as we move into the 21st century, and the role of European Studies in Western Canada. Most programs previously supported by European countries have been located in eastern North America; the Institute for European Studies at UBC is one of the first initiatives to be supported in the west. The President expressed optimism that the Institute will receive the necessary support from both the European Union and the German educational program (DAAD).

## VISIT TO TORONTO

President Piper described a recent two-day trip to Toronto by the President, seven deans, the Chair of the Board of Governors, the President of the Alumni Association, representatives of the UBC Alumni Affairs program, and a UBC student. The group hosted an event attended by approximately 300 UBC alumni as well as a President's Circle dinner to acknowledge UBC's major donors. Although all donors are regularly invited to donor celebrations in Vancouver, frequently only local residents are able to attend. The President's Circle dinner was the first time in UBC history that UBC delegates travelled to Toronto to thank the donors in their own place of residence. UBC alumnus Dr. Ben Heppner attended and sang at the event, making the occasion even more special. The deans met with a variety of constituents throughout Toronto, and the President met with representatives of *Macleans*, *The National Post*, and *The Globe & Mail* to raise awareness about UBC. President Piper expressed the feeling that there is a tremendous potential for support in Toronto, and added that there will be further efforts over the next two years to cement these links.

## **CHANGES TO THE AGENDA**

The President announced that there had been two changes to the agenda: Item #11, "Proposal for Recognition of UBC Site of P.I.M.S." had been removed, and Item #8, "Financial Statements" had been advanced to follow the Chair's remarks and related questions.

## **Financial Statements**

Vice President, Administration and Finance Terry Sumner presented the Financial Statements for the fiscal year ending March 31, 1998. Mr. Sumner introduced Mr. Ian Burgess, Controller, Financial Services, Mr. Michael Hartwick, Director, Financial Services, Mr. John Chase, Director, Budget, Planning and Systems Management and Mr. Byron Braley, Treasurer. Vice President Sumner noted that the University received roughly \$800 million in revenue in 1997/98, which is divided among General Purpose Operating Funds, Specific Purposes Funds, Research Funds, Capital Funds, and Ancillary Funds. Vice President Sumner drew attention to the fact that all revenues, with the exception of General Purpose Operating Funds, are restricted in their use. Restrictions may be put in place by donors, external agencies, or the UBC Board of Governors.

Vice President Sumner explained that a committee had been struck approximately three years ago whose mandate included transforming the Financial Statements into a format that people without financial expertise could understand. Committee members included representatives from both UBC and the external community. The committee recommended that UBC hold an annual general meeting to inform members of the community, and the first meeting was held this year (see Chair's Remarks and Related Questions).

Vice President Sumner pointed out two changes to the generally accepted accounting principles as recommended by the Institute of Chartered Accountants of British Columbia: asset depreciation expenses are now listed on the balance sheet, and revenues that are restricted in their use are

only recognized as they are spent. Vice President Sumner was pleased to note that the Auditor General provided once again this year the unqualified opinion that the Financial Statements for 97/98 represent an accurate description of the University's financial situation.

UBC endowment funds have continued to be a tremendous success; they had grown to a total value of \$580 million as of March 31, 1998. Vice President Sumner was proud to report that among Canadian universities, UBC is second only to the University of Toronto in the size of its endowment fund. Endowments help in attracting both the best students and the best faculty to UBC.

Noting that salaries and benefits account for 60%, and student awards 3% of UBC's total expenditures, Vice President Sumner stated that these two expenditures mean that UBC's largest investment is in people: faculty, staff and students.

In response to a query from Dr. Benbasat, Vice President Sumner explained that a budget is provided to each endowment equal to six percent of its market value. The remaining amounts are capitalized and returned to the endowment. The market-to-market earnings in 1997/98 were 19.1%, or approximately \$55 million. Board of Governors policy requires a review of capital preservation every three years. Adjustments are made following this review, explaining why the amount returned to the endowment was higher than the rate of inflation.

In response to a query from Dr. Rolfsen, Vice President Sumner stated that the Hampton Place development had generated approximately \$95 million in total revenue.

The Chair thanked Vice-President Sumner and his colleagues for their report.

### **Candidates for Degrees**

Mr. Verma  
Dr. Burns

}

*That the candidates for degrees and diplomas, as approved by the Faculties and Schools, be granted the degree or diploma for which they were recommended, effective November 1998, and that the Registrar, in consultation with the Deans and the Chair of Senate, make any necessary adjustments.*

Carried.

### **Admissions Committee**

#### **INTERNATIONAL BACCALAUREATE AND ADVANCED PLACEMENT COURSES: FACULTY OF ARTS**

Dr. Paul Harrison, as Chair of the committee, presented the proposal from the Faculty of Arts. Dr. Harrison stated that approval of this proposal would encourage students who have shown superior academic ability in high school to choose UBC. The change in policy would facilitate access to credit for International Baccalaureate (IB) and Advanced Placement (AP) courses taken in high school.

Dr. Harrison  
Dean Neuman

}

*That, upon admission to the University of British Columbia, students attaining grades of 5 or above in higher level International Baccalaureate Arts courses or who achieve grades of 4 or 5 on Advanced Placement Arts courses, will receive 6 credits of appropriate coursework for each of these courses.*

Dr. Harrison pointed out that departments may choose to opt out of this provision or to impose higher requirements, although the Faculty of Arts strongly recommends against such action.

Many other institutions currently offer first year credit for IB and AP courses. The current UBC policy varies, such that students are clearly able to receive credit for Science courses, but

receiving credit in the Faculty of Arts has often required another test. The intent of the proposal is to more clearly recognize the achievements of these students and better welcome them to UBC.

In response to a question from Mr. Mitchell, Dr. Harrison reiterated that the proposal recommended that the minimum grade for receiving credit for an IB course be 5, rather than 6 as in the Faculty of Science. Dr. Harrison explained that this decision was based on data which signifies that students with IB grades of 5 or above continue to succeed once admitted to UBC.

The motion was  
put and carried.

### **Nominating Committee**

*Dean Quayle*  
*Dr. MacDougall*

}

*That Dr. Tom F. Pedersen replace Dr. H. B.  
Richer on the Academic Building Needs  
Committee.*

Carried.

### **Elections Committee**

#### **STUDENT ELECTIONS TO GOVERNING BODIES: RECOMMENDATIONS FOR 1998/99 SCHEDULE**

See Appendix A: Senate Rules and Regulations for Student Elections to Governing Bodies.

In accordance with the *University Act*, section 43, that "The Senate shall make and publish all rules...in respect of nominations, elections and voting...", a proposal concerning rules and regulations for student elections to governing bodies had been circulated.

*Mr. Lau*  
*Dr. Harrison*

}

*That the recommendations for the 1998/99  
student elections to governing bodies be  
approved.*

Carried.

## **Tributes Committee**

Dr. Slonecker read the following memorial minute, which had been prepared according to the custom of Senate:

### **MEMORIAL MINUTE**

*Oscar Sziklai*

October 30, 1924 - September 19, 1998

Oscar Sziklai was a respected member of the UBC academic community. He was a student, an alumnus, a faculty member and a Professor Emeritus at UBC. Born in Repashuta, Hungary and educated in nearby Eger, he enrolled in the Sopron Forestry School and completed his undergraduate degree in 1946. Sopron remained a focal point for him throughout his life. It was there that he began his academic career as a faculty member in 1951. When the Hungarian Revolution began in the fall of 1956, he fled to Austria with his family, a large component of the student body of the Sopron Forestry School and twenty other members of the faculty. They immigrated, en masse, to Canada in 1957 and settled in British Columbia. The Sopron School of Forestry became affiliated with UBC and its student body completed their academic studies at UBC. Oscar Sziklai remained as a Sopron faculty member until 1961 and concurrent with his teaching of the Sopron students, he enrolled in postgraduate studies in the UBC Faculty of Forestry in 1959. He completed his Ph.D. in Forest Genetics and began his academic career at UBC in 1964.

He was a dynamic and popular instructor at UBC and he soon became recognized internationally for his research. He was active in forestry research in British Columbia and also maintained ongoing projects in Europe, Egypt and China. Oscar was also involved in the University community and took part in Open Houses, Congregations and special events. He served on the Senate on two different occasions from 1978-81 and 1983-84.

Following his retirement in 1990, he remained active as a Professor Emeritus and served as the President of the Professor Emeriti Association for two years. He was also involved in the UBC Alumni Association and recognized by them for his leadership and contributions as a faculty member. He supported the development and the growth of the Sopron School of Forestry in Hungary and returned to Hungary on several occasions as a visiting professor. It was on one of these visits in September of this year that Oscar became ill and died in Sopron. He is survived by his wife, his four children and seven grandchildren, all of whom live in Vancouver. He will be missed by his family, colleagues and friends.

One of Oscar's major projects was to grow and give away seedlings of a variety of trees at UBC's Open Houses from 1972-1990. The landscapes of the UBC campus and the province of British Columbia are enriched by the work of Oscar Sziklai. His memory will live on in his work and in the lives of his students and colleagues.



<i>Dr. Slonecker</i>	}	<i>That the memorial minute for Oscar Sziklai be recorded in the minutes of Senate.</i>
<i>Dr. Rolfsen</i>		

Carried.

### **Report on Enrolment 1998/99**

Enrolment statistics for 1998/99 had been circulated for information. Dr. Spencer, as Registrar, noted that program FTE enrolment had been presented to Senate for the first time. The total program FTE was then compared the number of FTE funded by Government. Also new was a report on course FTE enrolment. One course FTE was defined as 30 credits of registration, or 10 students registered in a 3 credit course. Dr. Spencer remarked that course FTE may not be an appropriate measure of the teaching contribution of individual faculties, given that faculty members frequently teach courses offered through faculties other than their own.

### **Faculty of Education**

#### **AMALGAMATION OF THE DEPARTMENT OF COUNSELLING PSYCHOLOGY AND THE DEPARTMENT OF EDUCATIONAL PSYCHOLOGY AND SPECIAL EDUCATION**

<i>Dean Sheehan</i>	}	<i>That the Department of Counselling Psychology and the Department of Educational Psychology and Special Education merge to form a new department, effective April 1, 1999, and that the name of the new department be: The Department of Educational and Counselling Psychology and Special Education.</i>
<i>Dr. Vertinsky</i>		

Carried.

Note: the acronym for the new department is to be: ECPS.

## **Other Business**

### **RESEARCH NEWS**

Vice-President McBride announced that there had recently been some exciting research news at UBC, and invited Dean Klawe, Dean Granot and Dean Neuman to comment on new developments in their respective Faculties.

### **FACULTY OF SCIENCE**

Dean Klawe congratulated the people involved in developing the Pacific Institute for the Mathematical Sciences (PIMS). The team received support from Dr. McBride, former dean of the Faculty of Science, and included Dr. Nassif Ghoussoub, Dr. Dale Rolfsen, Dr. Edwin Perkins, as well as staff from the Departments of Mathematics, Physics and Astronomy, Computer Science, the Faculties of Commerce, Applied Science, and Education. PIMS began in 1996 with the goal of bringing together researchers in the mathematical sciences from five universities in British Columbia and Alberta to form a distributed, yet united institute which would focus on core mathematics, applied mathematics, education, and industry outreach. The Institute provides a focus for mathematics in Western Canada that parallels the Fields Institute in Ontario and the Centre de Recherches en Mathematiques in Montreal. Funding has been received from the founding and affiliated universities, the governments of British Columbia and Alberta and from the Canadian Natural Sciences and Engineering Research Council. In partnership with the two other Canadian mathematical institutes, PIMS has led the development of a Network of Centres of Excellence entitled MITACS: Mathematics Information Technology and Complex Systems. MITACS will bring a total of \$14.4 million into the network of centres over the next four years. Dr. Rolfsen thanked Dean Granot, Dean Klawe, Vice-President McBride and other administrators for their strong support of PIMS.

## **FACULTY OF GRADUATE STUDIES**

Dean Granot announced that the Institute for Sustainable Development had received one of the four Major Collaborative Research Initiatives grants awarded this year. The \$2.5 million from SSHRC was to be combined with the \$4 million in community support received thus far. The Centre for Human Settlements has received \$1.2 million contract with CIDA for a research project on water pollution. The Media and Applied Graphics Interdisciplinary Centre (MAGIC) has just been awarded a NSERC grant of \$.71 million over a five year period.

## **FACULTY OF ARTS**

### ***MCRI in Archival Studies***

Dean Neuman reported that Arts was also successful in the Social Sciences and Humanities Research Council (SSHRC) MCRI competition. The project will examine electronic archiving of data and migration of this data from system to system. An international team, led by Dr. Luciana Duranti, is working to develop world-wide protocols for electronic archiving. Fifteen countries are involved in this project, along with major pharmaceutical and computer corporations.

### ***UBC First in SSHRC Recipients***

Dean Neuman also noted with pride that *Maclean's* ranks UBC first among Canadian Universities in the number of SSHRC grants received per 100 eligible faculty members. This is an achievement for all eligible Faculties: Arts, Agricultural Sciences, Law, Education, and Commerce and Business Administration.

### ***Governor-General's Literary Award to UBC Graduate***

Dean Neuman announced that five graduates of the UBC Creative Writing Program have won the Governor-General's Literary Awards: the highest literary prize awarded in Canada. Poet and UBC graduate Stephanie Bolster received the award this year.

## **EXAMINATION HARDSHIPS**

Mr. Mitchell requested that the Academic Policy Committee bring a policy on examination hardships and the scheduling of examinations prior to registration to the December 1998 meeting of Senate. Dr. Schutz, as Chair of the Academic Policy Committee, noted that the committee had been considering these two items and that a report will likely be brought to Senate in December. In response to a question from Mr. Brady, Dr. Schutz confirmed that the report will contain proposed solutions to the problem.

## **Tributes Committee (in camera)**

### **HONORARY DEGREES**

This section of the minutes is not being circulated.

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*Adjournment*

**Adjournment**

The meeting was adjourned at 9:30 p.m.

**Next meeting**

The next regular meeting of Senate will be held on Wednesday, December 15, 1998.

## **Appendix A: Senate Rules and Regulations for Student Elections to Governing Bodies**

In accordance with the *University Act*, Section 43 (1), "the Senate must make and publish all rules in respect of nominations, elections and voting."

The following elections are required annually:

1. Board of Governors (*University Act*, Section 19 (e))  
"Two full time students elected from the student association."
2. Senate (*University Act*, Section 35 (2) (h))  
"a number of full time students, equal to the number provided in paragraphs (a) to (f), elected from the student association in a manner that ensures that at least one student from each faculty is elected."

Following consultation with the AMS, the Registrar makes the following recommendations to Senate:

- The AMS shall place an advertisement in *The Ubyyssey* announcing the call for nominations on Tuesday, November 17, 1998 and Tuesday, November 24, 1998, and an advertisement announcing the close of nominations on Wednesday, January 6, 1999.
- The close of nominations shall be 4:00 pm on Friday, January 8, 1999.
- Announcement of the list of candidates shall be provided by the Registrar's Office immediately following the close of nominations and shall be publicized by the AMS elections administrator before Friday, January 15, 1999.
- Campaigning may take place only after the All Candidates' Meeting held by the AMS.
- The voting shall take place from Monday, January 18, 1999 to Friday, January 22, 1999.
- The election will be held using methods satisfactory to the Registrar. The results are not official until released by the Registrar, in writing, no earlier than 48 hours after the close of polls.
- Those elected to the Board of Governors shall take office at the first meeting of the Board on or after February 1.
- Those elected to Senate shall take office at the first meeting of Senate on or after April 1.

### **Recommendations for 1998/99 elections**

#### **1. Schedule**

- a. The AMS shall place an advertisement in *The Ubyyssey* announcing the call for nominations on Tuesday, November 17, 1998 and Tuesday, November 24, 1998, and an advertisement announcing the close of nominations on Wednesday, January 6, 1999.
- b. The close of nominations shall be 4:00 pm on Friday, January 8, 1999.
- c. Announcement of the list of candidates shall be provided by the Registrar's Office immediately following the close of nominations and shall be publicized by the AMS Elections Administrator before Friday, January 15, 1999.
- d. Voting shall take place from Monday, January 18, 1999 to Friday, January 22, 1999.
- e. Students may not vote without their AMS cards as proof of identity.
- f. Students may not vote by proxy.

- g. The results of these elections will not be announced until at least 48 hours (exclusive of weekends or public holidays) after the close of balloting and will not be considered official until they have been announced in writing by the Registrar.

## **2. Nominations**

- a. The AMS shall be responsible for placing the call for nominations in a student campus publication on the dates listed above.
- b. Nominations shall be on the forms provided by the Registrar.
- c. Nominees shall be required to appear in person at the Registrar's Office to produce identification (AMS card) and sign their nomination forms indicating their willingness to stand for election, and that they agree to abide by the AMS Rules Governing Elections. (Approved by Senate, February 1991.) Where there is a conflict between AMS and Senate regulations, the Senate regulations shall apply. (Approved by Senate, October 16, 1991.)
- d. The Registrar shall be responsible for checking nominations, and will give each candidate a copy of the regulations.
- e. Where there is no nomination for a student representative to Senate and the incumbent is not willing or not able to serve again, the replacement procedures in *Item 9.c.* will apply. (Approved by Senate, March 18, 1998.)
- f. The Registrar shall advise the AMS of the names of the candidates.
- g. The AMS shall announce the candidates in a student campus publication on the dates listed above.
- h. A candidate for election as a student representative to Senate may only stand for election for one position. A student nominated for more than one Senate position must withdraw from all but one position. (Approved by Senate, March 18, 1998.)

## **3. Withdrawal of Nomination**

Where a person nominated as a candidate withdraws his/her nomination after the ballots have been printed, the Registrar's Office Coordinator of Elections shall provide the AMS Chief Returning Officer, who is responsible for the polling arrangements, with copies of a notice of withdrawal for each poll, but the withdrawal and the fact that the candidate's name remains on the ballot shall not invalidate the election. Votes cast for a candidate who has withdrawn shall not be counted.

## **4. Ballots**

- a. The AMS shall prepare the ballots for counting.
- b. The AMS shall be responsible for having the ballots counted and shall provide the results to the Registrar in confidence. The results are not official until released by the Registrar in writing, no earlier than 48 hours after the close of polls.

## 5. Voting

- a. Senate shall continue to authorize the Registrar to delegate the responsibility for the operation of the polling stations to the AMS Elections Administrator. These responsibilities include:
  - making sure that the polling stations are staffed;
  - ensuring that the polling staff are fully instructed in their duties including prohibition of time and place that campaigning may take place;
  - ensuring that the ballot boxes are sealed and returned to the student elections office after the polls are closed;
  - checking the number of unused ballots returned by each polling station.

## 6. Election Results

- a. See *Item 4.b.* above.
- b. The Registrar shall release the results no earlier than 48 hours (exclusive of weekends and holidays) after the close of polls.
- c. In the event of a tie in the voting for representatives to either the Board or the Senate, the Senate at its next meeting following the election shall cast the deciding vote.
- d. The Senate Committee on Elections shall hear appeals on election irregularities; the committee shall meet not earlier than 48 hours after the polling has closed (exclusive of weekends or public holidays), in order that the election results may be available to the committee when considering any alleged irregularities to enable the committee to decide whether in its opinion such irregularities would have changed the results of the election. The committee shall use as its guidelines the Elections Act, Sections 146 and 147. In addition, the committee has the power to disqualify a candidate found to have committed elections irregularities in the election under review by the committee and the power to disqualify a candidate from participating in the new election if one should be called by the committee.
- e. Any allegation of irregularities must be submitted in writing to the Registrar within 48 hours (exclusive of weekends or public holidays) of the close of polling and must include the signatures of at least three students eligible to vote.
- f. Upon receipt of an allegation submitted in compliance with *Item 6.e.* above, a meeting of the Senate Committee on Elections shall be called and the results of the election shall be withheld pending the decision of the committee as to whether the election shall be declared invalid.
- g. The decision of the committee shall be final and shall be submitted to Senate at its next meeting for information.

## 7. Campaign Regulations

- a. Campaigning may take place only after the All Candidates' Meeting held by the AMS.
- b. The limitation of campaign expenditure shall be on an honour basis and shall not be used as a basis for suggesting an illegal election.
- c. The AMS rules governing elections shall apply. (Approved by Senate, February, 1991. See *Item 2.c.* above.)



- d. Where there is a conflict between AMS and Senate regulations, the Senate regulations shall apply. (Approved by Senate, October 16, 1991. See *Item 2.c.* above.)

#### **8. Replacement Procedures - Board of Governors**

- a. Until the *University Act* is changed, a student representative on the Board of Governors shall be considered to have vacated his/her seat on the Board when he/she ceases to be a duly registered student at the University.
- b. A vacancy for a student position on the Board shall be filled by the Alma Mater Society through an election; the winning candidate to hold office until the next regular election.
- c. In *Item 8.a.* above, a student who completes a winter session as a duly registered student "ceases to be a duly registered student" when he/she does not register as a full-time student in the registration period of the immediately succeeding winter session. (Approved by Senate, May 25, 1977.)

#### **9. Replacement Procedures - Senate**

- a. Until the *University Act* is changed, a student representative on the Senate shall be considered to have vacated his/her seat on the Senate when he/she ceases to be a duly registered student at the University.
- b. In *Item 9.a.* above, a student who completes a winter session as a duly registered student "ceases to be a duly registered student" when he/she does not register as a student in the registration period of the immediately succeeding winter session.
- c. In the event that an incumbent student senator resigns or ceases to be a duly registered student during his/her one-year term of office the following replacement procedures shall apply:
  - i. Student representatives from individual faculties - Senate shall appoint a replacement on the recommendation of the appropriate undergraduate society or societies; the recommendation to be forwarded in writing to Senate by the AMS Student Council.
  - ii. Student representatives from the student body at large - Senate shall appoint a replacement on the written recommendation of the AMS Student Council. (Approved by Senate, October 14, 1981.)

#### **10. Membership on Senate**

Any student senator may be granted a leave of absence for up to two consecutive ordinary meetings of Senate. Any absence without leave for more than two consecutive ordinary meetings shall result in a declaration of vacancy by the Secretary of Senate. (Approved by Senate, November 18, 1987.)

#### **11. Reporting**

The AMS shall prepare a comprehensive election report which shall include an overview of the election procedure and details of the polling, advertising, and campaigning for the elections. The report shall also include a detailed description of the ballot counting and the procedure used to reconcile spoiled and uncast ballots in the total ballot count.

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*Appendix A: Senate Rules and Regulations for Student Elections to Governing Bodies*

The report shall describe in detail all instances in which the rules contained herein were not strictly adhered to and the AMS efforts at rectifying problem situations and complaints.

The report shall be submitted to the Registrar's Office no later than two weeks following the close of polling.