



THE UNIVERSITY OF BRITISH COLUMBIA  
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## VANCOUVER SENATE

### MINUTES OF NOVEMBER 17, 1999

#### Attendance

**Present:** President M. C. Piper (Chair), Vice-President B. C. McBride, Dr. P. Adebar, Mr. R. Affleck, Dr. J. D. Berger, Dr. R. W. Blake, Dean J. Blom, Mr. P. T. Brady, Dean J. A. Cairns, Ms. E. J. Caskey, Mr. T. C. Y. Chan, Ms. J. DeLucry, Ms. J. Dennie, Dr. D. Fisher, Dr. J. H. V. Gilbert, Dr. R. Goldman-Segall, Mr. H. D. Gray, Mr. E. Greathed, Dr. S. W. Hamilton, Dr. A. G. Hannam, Dr. P. E. Harding, Dr. J. Helliwell, Dean M. Isaacson, Dr. C. Jillings, Dr. D. D. Kitts, Mr. J. Kondopulos, Dr. B. S. Lalli, Dr. V. Lemay, Ms. P. Liu, Dr. D. M. Lyster, Dr. M. MacEntee, Dr. P. L. Marshall, A/Dean J. A. McLean, Dr. W. R. McMaster, Mr. W. B. McNulty, Ms. L. Morton, Dean D. Muzyka, Dr. P. N. Nemetz, Mr. V. Pacradouni, Dr. G. N. Patey, Dr. J. Perry, Mr. G. Podersky-Cannon, Dean M. Quayle, Ms. C. Quinlan, Dr. V. Raoul, Dr. H. J. Rosengarten, Dean N. Sheehan, Prof. A. F. Sheppard, Dr. C. Shields, Dr. C. E. Slonecker, Dr. R. Tees, Dr. J. R. Thompson, Mr. D. Tompkins, Mr. J. Tsui, Dean *pro tem*. A. Tully, Dr. W. Uegama, Mr. D. R. Verma, Dr. D. Ll. Williams, Dr. W. C. Wright, Jr., Dr. R. A. Yaworsky, Dean E. H. K. Yen.

**Regrets:** Dr. W. L. Sauder (Chancellor), Dean F. S. Abbott, Mr. P. T. Burns, Dr. H. M. Burt, Mr. A. Chui, Mr. E. Fidler, Dr. D. Granot, Dean F. Granot, Rev. T. J. Hanrahan, Ms. L. Hewalo, Dean M. Klawe, Dr. S. B. Knight, Mr. T. P. T. Lo, Mr. R. W. Lowe, Mr. S. MacLachlan, Dr. T. F. Pedersen, Dr. W. J. Phillips, Mr. H. Poon, Dr. K. Schonert-Reichl, Dr. D. Sjerve, Ms. K. Sonik, Mr. J. E. Sookero, Ms. L. M. Sparrow.

#### Minutes of the Previous Meeting

Dr. Tees	}	<i>That the minutes of the meeting of October 13, 1999 be adopted as circulated.</i>
Dr. Rosengarten		

Carried.

## **Business Arising from the Minutes**

### **FINANCIAL STATEMENTS**

Vice-President Sumner had circulated for information the following responses to questions raised at the September 15, 1999 meeting of Senate (p. 12178).

*Why have Non-Government grant, contracts and donations decreased from \$69.5 million in 1997/98 to \$61.9 million in 1998/99?*

The reduction in reported non-government grants and contracts and donations amounts to \$7.6 million, and is made up as follows:

Sponsored Research		
Foundations and associations	\$ 2.6	More research projects expired than were created in 1999.
Business and industry	\$4.2	Due to numerous projects and funding sources. However, there was a boycott of British Columbia by the pharmaceutical industry due to the Provincial Government's stance on generic drugs.
Awards		
Foundations and associations	\$1.1	Caused by drops in numerous awards. Several awards granted by the Pharmaceutical and Forestry industries were discontinued in 1999 (Pharmaceutical companies have an issue regarding generic drugs; the Forestry industry suffered financial setbacks).
Other		
	\$(0.3)	
	\$ 7.6	

*Why have Operating supplies and expenses decreased from \$62.1 million in 1997/98 to \$54.6 million in 1998/99?*

These decreased from \$62.1 million in 1997/98 to \$54.6 million in 1998/99, a decrease of \$7.5 million. This results from a change in accounting policy. Prior to 1998/99, renovations and alterations were expensed in the financial statements. Renovation costs were included with the 1997/98 reported operational supplies and expenses of \$62.1 million. Beginning in 1998/99, for external reporting purposes, these started to be capitalized, therefore reducing the reported expenses.

If you have any questions regarding these issues or the contents of the financial statements, please contact Ian Burgess at 822-2047, via e-mail at [ian@finance.ubc.ca](mailto:ian@finance.ubc.ca).

*Terry Sumner*

*Vice President - Administration and Finance*

### **Chair's Remarks and Related Questions**

#### **PREMIER'S VISIT**

President Piper reported that UBC had recently hosted BC Premier Dan Miller and Deputy Premier Stuart Culbertson for a visit to the Centre for Advanced Wood Processing in the Faculty of Forestry. The Honourable Mr. Miller had been instrumental in the establishment of the Centre in his former role as Minister of Education, Skills and Training. The President congratulated the Faculty of Forestry on this very informative half day visit, which represented an opportunity for UBC to demonstrate its strengths as well as some of its needs and concerns.

#### **TRIP TO ASIA**

The President described a recent trip to Japan and Korea. The UBC delegation included Dr. Pitman Potter, Director, Institute of Asian Research, and Mr. Harold Kalke, Chair of the Board of Governors. Dean Muzyka joined the group in Korea.

In Japan, the focus included establishing relationships with some of the leading research universities. At the University of Tokyo and Waseda University, the exchange of students, research, faculty and programs was discussed. As members of the Association of Pacific Rim Universities, both universities are working collaboratively with UBC on a variety of programs. The President

and several Vice-Presidents of Ritsumeikan University travelled to Tokyo to meet with the UBC group. The President met with the Japan Foundation, and with several major corporations which have interest in Canada-Japan relations, and have supported UBC through donations.

In Korea, the group met with the Korea Research Foundation, which the President described as a major supporter of Korean Studies in North America. Meetings were held with officials from Seoul National University and the University of Korea. The President reported that a program entitled 'Brain Korea 21' was recently announced. This program represents a major injection of research funding into universities. Seoul National University received the largest share of this funding and is seeking opportunities to collaborate with other research universities around the world through Centres of Excellence.

The group was hosted by the respective Canadian ambassadors to each country. The President spoke to the Canadian Chamber of Commerce in both countries. Alumni events were held in Tokyo and Seoul, and both events were well attended by alumni and friends of UBC.

### **From the Board of Governors**

#### **REVISIONS TO BOARD POLICIES ON APPOINTMENTS**

Please see 'Appendix A: Revisions to Board Policies on Appointments'

Dr. Slonecker presented the proposed revisions to Policies on the Appointment of Vice-Presidents (Other than the Vice President Academic and Provost) (#18) and Academic-Administrative Appointments (#21). He explained that the Board of Governors had already approved the

revisions at their September 1999 meeting and had forwarded them for approval by Senate as required under Section 27(2)(f) of the *University Act*.

<i>Dr. Slonecker</i>	}	<i>That the proposed revisions to the Policy on the Appointment of Vice-Presidents (Other than the Vice-President Academic and Provost)(#18) and to the Policy on Academic-Administrative Appointments (#21) be approved.</i>
<i>Dr. Berger</i>		

In response to a query from Dean Isaacson, Dr. McBride clarified that the proposed additional member of the advisory committee under both policies would be selected by the Senior Appointments Committee, but would not necessarily be a member of the Senior Appointments Committee.

Prof. Sheppard stated that he had conferred with the Faculty Association regarding the proposed revisions. It was the view of the Faculty Association that the Senior Appointments Committee is not representative of the faculty. Prof. Sheppard cited the provision under Policy #18 for the appointment of one student, nominated by the Alma Mater Society, and suggested that a parallel provision be made for faculty. A second concern of the Faculty Association was that it is unclear what is meant by 'without an administrative appointment.'

Mr. Brady asked what direct relationship these policies had to the Senate, and what would happen if Senate withheld its approval. President Piper explained that the *University Act* stipulates that such policies must be approved by both the Senate and the Board of Governors. If Senate were to vote to reject these revisions, they would be returned to the Board of Governors. In response to a further query from Mr. Brady, the President stated the opinion that the proposal was not open to amendment.

The motion was  
put and carried.

## **Admissions Committee**

### **IMPLEMENTATION OF TOEFL REQUIREMENTS IN THE ENGLISH LANGUAGE ADMISSION STANDARD**

Dr. Lyster presented the following report as chair of the Committee.

#### **Implementation of the TOEFL requirements in the English Language Admission Standard**

In December, 1998, Senate approved changes to the English Language Admission Standard, effective for 2000/2001 (see Calendar, pages 35 and 36), including a number of changes to the TOEFL requirements. Because of the impact of the changes in the TOEFL requirements on applicants, the Senate Admissions Committee recommends the following changes in the implementation of revised TOEFL requirements:

The requirement to submit a score of not less than 50 on the Test of Spoken English (TSE) will take effect beginning with applications for admission to Summer Session, 2003.

TOEFL scores for either the paper or computer based tests that met the TOEFL requirements in effect up to and including 1999/2000 will continue to be accepted, if the tests were written prior to December 31, 1999.

Applicants writing the TOEFL after Dec. 31, 1999 will be required to have the component scores, other than a TSE score, published in the Calendar and required effective 2000/2001.

Note: TOEFL scores are valid for up to two years after the test is written.

A description of the TOEFL and a discussion of the issues that lead to these recommendations is attached.

#### **Overview of the TOEFL**

Educational Testing Service (ETS) offers paper based and computer based TOEFL tests at testing centres in many locations around the world. The paper based test is available on fixed dates up to twelve times per year (many centres offer it once each month, some do not offer it every month). The computer based test is available, by appointment, throughout the year.

Both the paper and computer based tests include three components which are scored separately: reading, writing and listening. ETS provides the three component scores and an average score for the three components (reported as an average of the three component scores times ten).

The Test of Written English (TWE) is a separate test that can only be written in conjunction with the paper based test. It is available at up to five of the scheduled sittings at each location each year. It is scored separately and the result is not included in the average score. Many students who have written the paper based TOEFL will not have written the TWE.

The computer based test includes an essay, which is scored separately and is not included in the average score.

The Test of Spoken English (TSE) is a separate test that is administered separately from either the paper based or computer based tests. In the Lower Mainland it is taken

at different test sites from the computer based tests. It is available on fixed dates up to 12 times per year. In the Lower Mainland it is offered at SFU, Douglas College and the Richmond Inn, with a total of 495 seats in the current year.

Summary of TOEFL requirements as approved in December, 1998		
	up to 1999/2000	effective 2000/2001
Paper based test	570 average (580 for Arts)	no component score less than 55
TWE (Test of Written English)	not required	4.0
TSE (Test of Spoken English)	not required	50
Computer based test	230 average (237 for Arts)	no component score less than 22
Essay	not required	4.0
TSE (Test of Spoken English)	not required	50

Prior to 2000/2001, we did not look at the three component scores individually. We did not ask for, or look at, scores for the TWE, the computer based essay, or the TSE.

Students with five years of full-time education in English up to the Grade 12 level were not required to present a TOEFL score or the equivalent.

Effective for 2000/2001, students who have studied full-time in English to the Grade 12 level for four years are exempt from the TOEFL requirement. This will reduce the number of students who will be required to present TOEFL scores.

### Issues

**Component scores.** Currently the Admission System (AS) collects and stores only the average score as reported by ETS for the three components of the tests. Although ETS has always submitted the component scores to us, we have not kept these. We have not looked for or collected scores for the TWE, the computer based essay test, or the TSE.

Programming needs to be completed in order for the AS to collect and store these scores in the new format. This will be completed by January 1, 2000.

**Requirement for the TWE.** As noted above, the TWE is available at a maximum of five of the monthly sittings of the paper based TOEFL at any test centre. In addition, because the TWE is a new requirement, many applicants who were not aware of this requirement have already written the TOEFL but not the TWE. Even if a TWE score was included on the test score already submitted earlier, we did not record it. We will be able to record the TWE scores, starting in January 2000.

By the fall of 2000 students writing the TOEFL in all countries except China will write the computer based test. Therefore at that time availability of the TWE will no longer be an issue (except possibly for applicants applying from China).

**Requirement for the essay.** Although the essay is part of the computer based TOEFL test, it is recorded as a separate score. To date we have not recorded these scores separately, but will begin doing so in January 2000.

**Requirement for the TSE.** The TSE is not widely available, and is often not offered year round. The demand for the test exceeds the capacity in many locations. In the lower

mainland it is written at different test sites from the other components of the TOEFL. The demand from UBC applicants alone would exceed the number of places available in the lower mainland. The TSE is currently taken primarily by people who wish to enter professions (particularly the health care professions) for which the TSE is an existing requirement. It has not usually been taken by applicants for admission to universities.

Requiring a TSE score for admission in 2000/01 would result in a significant number of otherwise qualified students not meeting our admission requirement, not because they couldn't pass the test (although that might be true for some) but because there is no test site in their area or region and/or the demand to take the test exceeds the capacity to administer it. The new requirement will affect not only international students, but also Canadians and permanent residents who are ESL students.

**Notice to students.** BC secondary schools have not been given adequate notice to prepare students who would be affected by this change. Information first appeared in the 1999/2000 Calendar which was mailed to the schools in April 1999. (The change was also mentioned in May, 1999 in a letter to last year's grade 12 counsellors, many of whom are now dealing with grade eight students, regarding the early admission process.) The information is also in the Undergraduate Information Guide, which is only now being distributed to the schools. Our practice has been to give at least 1- 2 year's notice before introducing changes in admission requirements.

**Cost and access.** Although the new TSE requirements have been publicized, the impact on the students and high schools has not been taken into account. Specifically:

- The cost to the student is an additional \$125 US, over and above the \$100 US to write the other TOEFL tests.
- Students must apply to register eight weeks in advance. If the sitting they wish to register in is full they are slotted into the next available sitting. This might result in a delay of some months before the test can be taken.
- It takes six weeks for the results to be sent to post secondary institutions.
- In Canada students apply to write the TOEFL through the Sylvan Learning Centers. To take the TSE students must get the application information from ETS and then apply and register separately for the TSE. Most students would not know what to do to register for the TSE and would normally ask their school counsellor. Currently the schools do not have this information as they have not needed it until now.'

In introducing the report, Dr. Lyster pointed out that there were three errors in the paper copies of the report that had been circulated. In all cases where the TSE score was referred to as '5.0,' the report should read '50' [corrected in the Minutes].



Dr. Lyster explained that this proposal did not entail a change in policy, but rather a change in the implementation of a policy that had already received approval.

<i>Dr. Lyster</i>	}	<i>That the proposed changes to the implementation of the TOEFL requirements in the English Language Admission Standard be approved.</i>
<i>Dr. Berger</i>		

Dr. Yaworsky spoke on behalf of Dr. Knight, who had sent his regrets for his inability to attend the meeting. Dr. Knight had asked that the consideration of this proposal be postponed to the December 1999 meeting of Senate. Dr. Knight's understanding was that an investigation was to be conducted into the applicability of other tests of English language proficiency (such as the Canadian English Language Test of Oral Proficiency), and into the possible implementation of such other tests at UBC. Dr. Yaworsky asked whether such an investigation had taken place. Dr. Lyster replied that, although he recalled the discussion at a meeting of the Admissions Committee, he did not know the current status of this investigation.

<i>Dr. Yaworsky</i>	}	<i>That a vote on the proposal be postponed for at least one month to allow for further consideration.</i>
<i>Mr. Brady</i>		

Carried.

### **Nominating Committee**

Dr. Williams presented the report as chair of the Committee. The Nominating Committee recommended that Senate approve the following appointments.

**REPRESENTATIVES TO AFFILIATED COLLEGES (TERMS FROM NOVEMBER 17, 1999 TO AUGUST 31, 2002)**

Carey Theological College Senate: Dr. Carolyn Shields  
Regent College Senate: Prof. Anthony F. Sheppard  
St. Mark's College Board: Dr. Mark Thompson (non-member of Senate)  
Vancouver School of Theology Academic Policy Committee: Dr. Phillip E. Harding

*Dr. Williams* } *That Senate approve the appointment of*  
*Dean Isaacson* } *representatives to the four affiliated colleges, as*  
*outlined above.*

Carried.

**EX OFFICIO MEMBERSHIP OF COMMITTEES OF SENATE (TERM ONGOING)**

**Academic Building Needs Committee:** 'Associate Vice-President, Academic Planning' to replace 'Director, Budget and Planning.'

**Library Committee:** 'Vice-President, Academic' to replace 'Vice-President, Student and Academic Services.'

*Dr. Williams* } *That Senate approve the proposed changes to*  
*A/Dean McLean* } *the ex-officio membership for the Academic*  
*Building Needs Committee and the Library*  
*Committee.*

Carried.

**Reports from the Vice-President, Academic and Provost**

**FACULTY OF AGRICULTURAL SCIENCES: BC WINE RESEARCH CENTRE**

Please see Appendix B: BC Wine Research Centre Proposal

Dr. McBride introduced the proposal for the establishment of the BC Wine Research Centre (BC WRC). He stated that the establishment of this Centre coincided with the arrival of Dr. Hennie

van Vuuren, holder of the Blythe and Violet Eagles Chair in Food Biotechnology, and represented an opportunity to address a need in British Columbia.

<i>Vice-President McBride</i>	}	<i>That the establishment of the BC Wine Research Centre (BC WRC) be approved.</i>
<i>Dean Quayle</i>		

In response to a query from Dr. Blake, Dr. McBride corrected an error in the version of the proposal that had been circulated: in the section entitled ‘Governance of the BC WRC,’ the second sentence should be corrected to read that ‘the activities of the Centre will be **guided** by an Advisory Council...’

Mr. Gray pointed out that ‘WRC’ is widely known in British Columbia as an acronym for ‘Western Red Cedar.’

The motion was  
put and carried.

#### **FACULTY OF APPLIED SCIENCE: NAME CHANGE FOR DEPARTMENT OF CHEMICAL AND BIO-RESOURCE ENGINEERING**

A proposal had been circulated in advance of the meeting.

<i>Vice-President McBride</i>	}	<i>That Senate approve a name change for the Department of Chemical and Bio-Resource Engineering, to become the Department of Chemical and Biological Engineering.</i>
<i>Dean Isaacson</i>		

The new acronym for the Department would be CHBE.

Vice-President McBride explained that the name change was related to a shift in the Department's focus. The program in Bio-Resource Engineering had been combined with the Chemical Engineering Program within the last year. The new department name would be consistent with

the new degree name of B.A.Sc. in Chemical and Biological Engineering, and with changes to be made to the graduate programs offered by the Department.

In response to a query from Mr. Greathed, Dean Isaacson clarified that this change does not mean that biological engineering has become a part of chemical engineering, but instead reflects the dual focus present in the Department.

In response to a query from Mr. Tompkins, Dean Isaacson confirmed that UBC is the first Canadian university to offer a biological engineering program.

The motion was  
put and carried.

### **Report on Enrolment 1999/2000**

[**Note:** Copies of this report are available from the Manager, Secretariat Services]

Dr. Spencer circulated the reports on enrolment for the 1999/2000 academic year for the information of members of Senate. In response to a query from Dean Isaacson, Dr. Spencer explained that both head count and full time equivalent (FTE) data were included in different parts of the reports, and that each report indicated whether or not International Student Initiative (ISI) students had been included.

Dr. Spencer pointed out that Winter Session enrolment was 1.6% over target, while total enrolment was 2.1% over target, due to higher than expected Summer Session enrolment.

### **Regulations for Student Elections to Governing Bodies**

Please see Appendix C: Regulations for Student Elections to Governing Bodies

*Dr. Helliwell*  
*Dean Granot*

}

*That the recommendations for the 2000  
Elections of Student Senators and Board of  
Governors Representatives be approved.*

In response to a question from Mr. Pacradouni, Dr. Spencer stated that the proposal included only the dates for the 2000 elections rather than the complete set of regulations.

The motion was  
put and carried.

### **Academic Year 2000/01**

[Note: the Academic Year is available at: <http://www.student-services.ubc.ca/publications/academicyear2.cfm>]

A draft of the dates for the academic year 2000/01 was circulated for information.

### **Candidates for Degrees**

Dean Sheehan  
Dr. Gilbert

}

*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 1999, and that the Registrar, in consultation with the Deans and the Chair of Senate, be empowered to make any necessary adjustments.*

Carried.

### **Tributes Committee - in camera**

Dr. Helliwell presented the reports, as chair of the Committee.

### **EMERITUS STATUS**

Candidates for Emeritus Status, Effective June 30, 1999 (unless otherwise noted)

Name	Proposed Rank
ANDERSON, Donald L.	Professor Emeritus of Civil Engineering
BEGG, Ian Stuart	Associate Professor Emeritus of Ophthalmology
BRANION, Richard M. R.	Professor Emeritus of Chemical and Bio-Resource Engineering
COUTTS, Kenneth D.	Associate Professor Emeritus of Human Kinetics
CROWHURST, Marion	Professor Emerita of Language Education
DAVIS, Roger M	Senior Instructor Emeritus of Commerce and Business Administration

Name	Proposed Rank
DIAMOND, Jack	Professor Emeritus of Pharmaceutical Sciences
GOLD, Andrew V.	Professor Emeritus of Physics
HAGLER, Ronald A.	Professor Emeritus of Library, Archival and Information Studies
HARDWICK, David F.	Professor Emeritus of Pathology/Paediatrics
HICKLING, M. Anthony	Professor Emeritus of Law
HOLLENBERG, Martin	Dean Emeritus of Medicine
INGRAM, David	Professor Emeritus of Linguistics
KARIM, Sultan	Clinical Professor Emeritus of Pharmacology and Therapeutics (effective January 1, 2000)
LEVY, Julia	Professor Emerita of Microbiology
LEWIS, Alan G.	Professor Emeritus of Earth and Ocean Sciences
MA, Anthony H. S.	General Librarian Emeritus
MacDOUGALL, Donald J.	Professor Emeritus of Law
MOSEDALE, Donald S.	Director Emeritus of Continuing Education
NAMKOONG, Gene	Professor Emeritus of Forest Sciences
PAGE, Stanley S.	Professor Emeritus of Mathematics
PARKIN, Christine	Senior Instructor Emerita of English
POWELL, James V.	Associate Professor Emeritus of Anthropology and Sociology
QUARTERMAIN, Peter A	Professor Emeritus of English
RACHMAN, Stanley J.	Professor Emeritus of Psychology
RIDDELL, Beverly Gail	Program Director Emerita of Faculty Development and Instructional Services
SALCUDEAN, Martha	Professor Emerita of Mechanical Engineering
SCUDDER, Geoffrey G. E.	Professor Emeritus of Zoology
SHERILL, James M.	Professor Emeritus of Curriculum Studies
STOCKER, Christopher W.	Associate Professor Emeritus of History
STOLAR, G. Elaine	Associate Professor Emerita of Social Work
STRANGWAY, David W.	President Emeritus
TSE, Shui Yim	General Librarian Emeritus
WALKER, David Crosby	Professor Emeritus of Chemistry
WEBBER, William A.	Dean Emeritus of Medicine
WILLIAMS, Judith M.	Assistant Professor Emerita of Fine Arts
WILSON, J. Donald	Professor Emeritus of Educational Studies

*Dr. Helliwell  
 Dean Cairns*

}

*That the recommendations of the Tributes  
 Committee concerning emeritus status be  
 approved.*

Carried.

## HONORARY DEGREES

The Committee recommended that the following people be invited to accept honorary degrees at a 2000 congregation ceremony.

[Note: this section of the minutes is not being circulated.]

<i>Dr. Helliwell</i>	}	<i>That the recommendations of the Tributes Committee with respect to honorary degrees be approved.</i>
<i>Dr. Tees</i>		

Dr. Helliwell reminded members of Senate that the list of nominees was to remain confidential until the President announces, in the spring of 2000, the names of those who have agreed to attend a ceremony to accept an honorary degree.

In response to a query from Mr. Affleck, Dr. Helliwell confirmed that the number of candidates was close to the average number over the past few years.

There was discussion about how a member of Senate could express concern about the awarding of an honorary degree to a particular candidate, given that the list was not circulated in advance. Dr. Helliwell agreed that the Tributes Committee would welcome additional feedback from members of the Senate, and that perhaps in future members of Senate could be notified when the files are available for review in advance of the Senate meeting.

The motion was  
put and carried.

## Adjournment

There being no further business, the meeting was adjourned.

## Next meeting

The next regular meeting of Senate will be held on December 15, 1999.

## **Appendix A**

### **REVISIONS TO BOARD POLICIES ON APPOINTMENTS**

#### **ITEM FOR APPROVAL**

**PRESENTED BY:** Dr. Martha Piper, President;  
Dennis Pavlich, University Counsel

**SUBJECT:** DRAFT AMENDMENTS - POLICY #18  
APPOINTMENTS OF VICE PRESIDENTS  
(OTHER THAN THE VICE PRESIDENT ACADEMIC  
& PROVOST)

DRAFT AMENDMENTS - POLICY #21  
ACADEMIC-ADMINISTRATIVE APPOINTMENTS

**DECISION REQUESTED:** Board approval of the amendments to the attached policies on Appointments of Vice Presidents (other than the Vice President Academic and Provost) - Policy #18, and Academic-Administrative Appointments - Policy #21 as indicated by bold and underlined (for additions).

**REASONS FOR DECISION:** Policy #18 deals with the composition of selection committees for the appointments of the Vice President Students and the Vice President Research and Policy #21 deals with the same matter in respect to the Vice President Academic. At its meeting in May 99, the Board requested the administration to review the composition of these selection committees to ensure representation by a non-administrative academic in the selection process of the Vice President Academic, the Vice President Students and the Vice President Research. The enclosed drafts highlight the suggested changes to the existing policies to accomplish this objective. If approved these changes will also require the endorsement of Senate (see Section 27(2)(f) of the *University Act*).



## **DRAFT**

### **Policy #18**

#### **Appointments of Vice Presidents (other than the Vice President Academic & Provost)**

Approved: November 1995

Revised: September 1999

Responsible  
President

#### Purpose

To describe the composition of the committees advisory to the President on recruitment and selection of Vice Presidents, other than the Vice President Academic & Provost.

#### Policy

In accordance with Section 27(2)(f) of the *University Act*, appointments of Vice Presidents are at the pleasure of the Board of Governors. Presidential Advisory Committees are established to consider candidates for vice presidential positions, and to advise the President on a choice(s) for recommendation to the Board of Governors.

#### Procedures

The membership of the advisory committee in a search for a Vice President other than the Vice President Academic & Provost (namely the Vice President Finance and Administration, Vice President Students, Vice President Research and Vice President External Affairs) is as follows:

Chair	the President
Secretary (non-voting)	from the staff of the President's Office
Members	one member of the Board of Governors, appointed by the President
	one other Vice President, appointed by the President
	one Dean, appointed by the President
	one Head/Director of an academic unit, appointed by the President
	one student, nominated by the Alma Mater Society

up to two directors of units within the portfolio, appointed by the President

one person, appointed by the President, whose participation will contribute significantly to the committee's activities and who is representative of a stakeholder group that is directly affected by the portfolio

a member of faculty without an administrative appointment elected by the Senior Appointments Committee.

In the event that one or more members of the Advisory Committee become unable to participate in the Advisory Committee before it has completed its work, the President may appoint replacement members in his/her discretion.

In making appointments to these advisory committees, the President considers gender balance.

## **DRAFT**

### **Policy #21**

#### **Academic-Administrative Appointments**

Approved: March 1990

Revised: September 1999

This category of appointee includes Vice Presidents, Deans of Faculties, Heads of Departments, and Directors of Schools and Institutes.

In accordance with Section 27(2)(f) of the *University Act*, all such appointments shall be at the pleasure of the Board of Governors.

#### **Senior Academic Administrators (Vice Presidents)**

For the selection of the Vice President Academic and Provost, a Presidential Advisory Committee shall be set up to consider candidates for the position, and to advise the President on the choice of a Vice President, so that he/she may make an appropriate recommendation to the Board of Governors. The membership of the Advisory Committee shall be as follows:

Chair	the President
Secretary	to be chosen by the Committee from its members
Members	three members of the Board of Governors appointed by the President and three members of Senate, elected by Senate <u>one member of faculty without an administrative appointment elected by the Senior Appointments Committee</u>

### Deans of Faculties

For the selection of a Dean of a Faculty, an Advisory Committee shall be set up in accordance with the following principles:

- At least half of the Advisory Committee shall be members of the Faculty concerned, some elected by the Faculty, and some appointed by the President.
- The number of members of the Advisory Committee to be elected by the Faculty shall be equal to the number appointed by the President.
- The Advisory Committee shall be composed of a minimum of ten persons, in which case four are to be elected by the Faculty concerned, four are to be appointed by the President, and two students who shall be nominated from and elected by the registered students in the Faculty concerned, and graduate students associated with that Faculty. The nominations and elections are to be conducted by the appropriate student society of that Faculty in accordance with procedures satisfactory to the Registrar.
- The President may decide to establish a larger Advisory committee than the minimum described above, whenever he/she deems it desirable to do so. (For example, in the case of professional and service Faculties, it may be desirable and even necessary to include a number of outsiders on the Advisory Committee.) In this case, the President shall follow the principles set forth above, and in addition, for every four non-students added to the Advisory Committee, an additional student member shall be added.
- The Chair of the Advisory Committee shall be appointed by the President from its members.
- The Secretary of the Advisory Committee shall be appointed by the Committee from its members.
- In the event that one or more student members of the Advisory Committee cease to be students at the University or in the event that any members of the Advisory Committee become unable to participate in the Advisory Committee before it has completed its work, the President shall, where practicable, consult with the applicable student society or faculty and may appoint replacement members.

Deans of Faculties shall be appointed for terms up to six years, renewable at the discretion of

the Board on the recommendations of the President.

The administrative stipend for Deans of Faculties shall be discretionary in amount, and shall also be added to salary and identified at the time of the appointment of the Dean. Such administrative stipend shall be paid only during the Dean's term in office. Upon leaving office, the stipend to be removed shall be the identified amount.

#### **Heads of Academic Departments, Directors of Schools and Institutes**

- For the selection of the Head of an Academic Department, or of a Director of a School or an Institute, a Presidential Committee shall be set up. Because of the great diversity in size and complexity among departments, schools and institutes in the University, the size and composition of the Committee shall be at the discretion of the President.
- Heads of Academic Departments and Directors of Schools and Institutes shall be appointed at the pleasure of the Board, generally for terms not exceeding five years, renewable at the pleasure of the Board on the recommendation of the President and on the advice of the Dean of the Faculty.
- Administrative Stipends: Effective July 1, 1993, administrative stipends for Heads of Academic Departments and Directors of Schools and Institutes shall lie in the range of \$5,000 to \$10,000 per Annam. Each year the minimum and maximum as well as individual stipends will increase at the rate of general salary increase for faculty. Administrative stipends shall be identified at the time of appointment, shall be paid only during the term of office, and shall be removed when the Head or Director leaves office.
- Administrative Leave: Heads of Academic Departments and Directors of Schools and Institutes are eligible for a year-long administrative leave at full salary and benefits upon the conclusion of a five-year term. However, if the Head or Director is re-appointed, a six-month leave at full salary may be taken between terms as well as a year-long administrative leave at the conclusion of the second term. Years of service for determining eligibility for administrative leave are exclusive of years of service for determining eligibility for study leave. Eligibility for those with appointments as Heads of Academic Departments or Directors of Schools and Institutes effective July 1, 1990 will be determined from the start of the current appointment or the last study leave, whichever is most recent. Any modification to the application of this provision can only be made with the express approval of the Vice President Academic and Provost.

## **Appendix B**

### **BC WINE RESEARCH CENTRE PROPOSAL**

#### **Proposal to Establish the BC Wine Research Centre (BC WRC) at UBC**

##### **BACKGROUND AND RATIONALE**

The prestigious wine producing regions in the world all rely on major research universities to develop highly qualified human resources with relevant scientific expertise and enterprise and to do research that will promote the technological advancement of the industry. The wine industries in France, Germany, California, Australia and South Africa have benefited greatly from these research partnerships. Canada is the youngest wine-producing region in the world. The Cool Climate Oenology & Viticulture Institute (CCOVI) at Brock University in Ontario was recently established as a centre for the training of undergraduate students in Enology & Viticulture and to train researchers up to an M.Sc. level.

The wine industry in British Columbia has developed rapidly over the past decade and BC wines are now making an impact nationally and internationally. The UBC Faculty of Agricultural Sciences has been undergoing significant transformation since July 1997. This transformation has impacted on the administrative structures, curriculum and collaborative research endeavors of the Faculty. In line with TREK 2000 and the UBC academic plan, the Faculty is reaching out to partners in line with its four programs: Agroecology; Community and Environment; Food, Nutrition and Health; and, Global Resource Systems. In conjunction with the Faculties of Pharmaceutical Sciences and Medicine, a coordinator was hired to establish the vision and mission for the Food, Nutrition, and Health Network which will enable the Faculty to take advantage of the new Canadian Institutes for Health Research. The vision of the Network is to achieve an integrated approach to education and research in Food Science and Nutrition for the betterment of human health; the mission is to foster collaborative learning and research in the Food Science and Nutrition disciplines, in order to promote optimal growth, development and health. The cross-disciplinary group has identified several objectives: (1) enhancing collaboration between investigators; (2) creating new strategic initiatives; (3) attracting new sources of funding; (4) dissemination of knowledge; and (5) support innovative development in teaching, research and administration.

The proposed BC WRC will meet all of the above-mentioned objectives and is therefore central to the mission of the Faculty of Agricultural Sciences.

Dr. Hennie J.J. van Vuuren was recently appointed to the newly established "Blythe and Violet Eagles Chair in Food Biotechnology" in the Faculty of Agricultural Sciences to initiate and co-ordinate the multi-disciplinary research activities in the BC WRC.

## MISSION AND GOALS

The mission of the BC WRC is to conduct pioneering research in enology and viticulture and to develop highly qualified human resources with relevant scientific expertise and enterprise who will promote the technological development of the wine industry in BC. The new initiative is based on a concept of collaboration with researchers at UBC, at other educational and research institutions and all facets of the wine industry.

### *Objectives*

The WRC will provide a focal point for wine research at UBC and leading experts will be invited to discuss important issues bridging science, industry and society. Specific objectives include the following:

- to establish an effective networking system (WineNet) at UBC in order to build on existing strengths in biotechnology and to motivate scientists from different disciplines (soil science, plant physiology, plant pathology, entomology, microbiology, biochemistry, genetics, molecular biology, chemistry, food science, engineering, pharmacology, medicine, and marketing to name a few) to become involved in wine research;
- to establish a networking system (WineTech) between the BC WRC and the BC grape and wine industry in order to establish short, medium and long term needs of the industry and to communicate research results to the industry for implementation;
- to recruit intellectually bright and dedicated scientists, graduate students, and post doctoral fellows;
- to do cutting edge research that will enhance the international competitiveness of the BC wine industry;
- to establish a centre of excellence in wine research;
- to develop an introductory course on wine as an elective for undergraduate students at UBC;
- to run wine appreciation courses at different levels for the public.

### *Benefits*

The BC WRC will foster on-going inter-disciplinary collaboration between scientists at UBC, leading scientists at international universities, other research institutions and the wine industry. Specific benefits include the following:

- close collaboration between scientists from different disciplines at UBC, The Pacific Agri-Food Research Centre at Summerland and the Universities of MIT and Bordeaux will foster a multidisciplinary approach to problems;
- trained graduate students who will be experienced in experimental design; genetic, biochemical and molecular technology, fermentation technology and viticulture will be positioned to play a major role in future technological developments and growth of the wine industry in BC;

- research outputs that will contribute significantly to our understanding of gene expression patterns in wine yeasts during vinification processes. Pioneering research in functional genomics will extend and enhance the record of excellence that the University enjoys in the field of biotechnology.

## RESEARCH INFRASTRUCTURE

Scientists doing wine research are currently housed in the Family and Nutritional Sciences (FNS) building. Visiting scientists, post doctoral fellows and graduate students from Bordeaux, Stellenbosch (South Africa) and Canada are currently doing research in these laboratories. Dr. van Vuuren's group will expand in the next 12- 18 months. A CFI grant application for research infrastructure for the BC WRC (\$2,032,059) is currently being reviewed by UBC.

## BC WINE LIBRARY

The BC Wine Library (BCWL) will be established in the basement of the FNS building in an area already allocated for this purpose. The BCWL will operate under the auspices of a Board of Directors (approximately 12 people) who are knowledgeable and independent from wineries. Young wines produced in BC will be evaluated annually and those with a potential to age will be selected and aged in the BCWL under temperature and humidity controlled conditions. These wines will be tasted annually by members of the Board of Directors and the wines will be analyzed by GC/MS and Raman spectroscopy. Based on organoleptic and chemical analysis, the BCWL will provide feedback to wineries to establish a correlation between viticulture and enology practices and the ability of wines to age well. Funding to provide infrastructure for the BCWL (approximately \$400,000) will be obtained from industry.

## GOVERNANCE OF THE BC WRC

Dr. van Vuuren will initiate and co-ordinate the multi-disciplinary research activities in the BC WRC. The activities of the Centre will be guided by an Advisory Council consisting of growers, winemakers, proprietors, members from the B.C. Wine Institute, representatives from Agriculture and Agri-Food Canada, governmental agencies, CCOVI at Brock University and Faculty members at UBC. The Dean, Faculty of Agricultural Sciences will chair the Advisory Council.

## FUNDING AND SUPPORT

Drs. Blythe and Violet Eagles bequeathed approximately \$2.5 million of their estate to UBC. This endowment was used to establish the "Eagles Chair in Food Biotechnology", fund a position for a technician and to purchase basic research equipment (\$400,000) for a biotechnology laboratory. Administrative support for the BC WRC will be provided by the Faculty of Agricultural Sciences. Funding for current research programs will be provided from Dr. van Vuuren's NSERC grant and a grant from the French yeast company Lesaffre. The BC WRC will, however, provide a much needed focus for expertise in wine research and represent a unique alliance between the University, industry, government and the community. As such, significant funding is expected from the wine industry, IRAP and NSERC/Ag Canada to establish new positions (NSERC Research Chairs) and to fund graduate students, post doctoral fellows and research projects.

## LIBRARY IMPLICATIONS

All of the journals required to do research in wine biotechnology are available at UBC and no additional library costs are foreseen. Please see attached Library consultation form.



## **Appendix C**

### **REGULATIONS FOR STUDENT ELECTIONS TO GOVERNING BODIES**

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

In accordance with the *University Act*, R.S.B.C. 1996, c. 468, section 43 (1), "the senate must make and publish all rules in respect of nominations, elections and voting." The following elections are required annually:

##### **Board of Governors (*University Act*, Section 19 (e))**

"2 full time students elected from the student association"

##### **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."

#### **Recommendations for 2000 Elections of Student Senators and Board of Governors Representatives**

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 16, 1999 and Tuesday, November 23, 1999, and an advertisement announcing the close of nominations on Tuesday, January 4, 2000.
- The close of nominations shall be 4:00 pm on Friday, January 7, 2000.
- 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 14, 2000.
- Campaigning may take place only after the All Candidates' Meeting held by the AMS.
- The voting shall take place from Monday, January 17, 2000 to Friday, January 21, 2000.
- 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.

A copy of the Senate rules and regulations will be given to each candidate for election by the Registrar's Office when they submit their nominations. Copies are available to members of the Senate from the Registrar's Office on request.

