

THE UNIVERSITY OF BRITISH COLUMBIA



Vancouver Senate Secretariat
Enrolment Services
Senate and Curriculum Services
2016-1874 East Mall
Vancouver, BC V6T 1Z1
students.ubc.ca/senate

Vancouver Senate

AGENDA

THE SECOND REGULAR MEETING OF THE VANCOUVER SENATE

WEDNESDAY, OCTOBER 18, 2006

7:00 P.M.

**ROOM 102, GEORGE F. CURTIS BUILDING (LAW), 1822 EAST MALL,
VANCOUVER CAMPUS**

1. Minutes of the Meeting of September 20, 2006
(approval) (circulated)
2. Business Arising from the Minutes
3. Remarks from the Chair and Related Questions -- President Stephen J. Toope
(information)
4. Financial Statements 2005/2006 -- Guest Presenter Vice-President Terry Sumner
(information) (circulated)
5. Academic Building Needs Committee -- Dr. Perry Adebar
Campus Plan (information) -- Guest Presenter Ms. Nancy Knight, Associate Vice-President, Campus & Community Planning
6. Academic Policy Committee -- Dr. Paul G. Harrison
 - a. Great Northern Way: Academic Governance and Administration of Degree Programs (approval) (circulated)
 - b. Revision: Academic Concession Policy (approval) (circulated)
 - c. Revision: Viewing Marked Examinations Policy (approval) (circulated)
7. Admissions Committee -- Dr. James Berger
Bachelor of Commerce Admissions Changes (approval) (circulated)
8. Agenda Committee -- Dean Michael Isaacson
Board of Governors and Senate Communications (information) (circulated)
9. Nominating Committee-- Dr. Rhodri Windsor-Liscombe
Appointment of Senators to the Council of Senates (approval) (circulated)
10. Tributes Committee -- Dr. Sally Thorne
Regalia for Bachelor of Business in Real Estate (approval) (circulated)
11. Ad hoc Committee to Consider Universitas 21 and U21 Global -- Dr. Robert Helsley
Oral Status Report (information)

12. Proposed Agenda Items

13. Other Business

Senate regulation 3.1.2 of the Rules and Procedures of Senate states that meetings will adjourn no later than 9:30 p.m.

Regrets: Lisa Collins, telephone 604.822.2951 or email: lisa.collins@ubc.ca

Vancouver Senate website: <http://www.students.ubc.ca/senate>

Okanagan Senate website: <http://okanagan.students.ubc.ca/senate/>

Council of Senates website: <http://www.students.ubc.ca/council/>

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MINUTES OF SEPTEMBER 20, 2006

Attendance

Present: President S. J. Toope (Chair), Associate Vice-President & Registrar B. J. Silzer (Secretary), Dr. A. McEachern (Chancellor), Vice-President L. A. Whitehead, Mr. B. Ahmadian, Mr. T. Ahmed, Dr. B. Arneil, Principal *pro tem.* L. Bainbridge, Dr. J. D. Berger, Dr. G. Bluman, Dean M.A. Bobinski, Dr. J. Brander, Ms. S. Brkanovic, Dr. H. Burt, Dr. L. Chui, Mr. B. Danin, Dr. E. Dean, Dr. J. Dennison, Dr. W. Dunford, Ms. G. Eom, Mr. F. Fan, Dr. C. Friedrichs, Ms. M. Friesen, Mr. C. Funnell, Dean N. Gallini, Dr. S. Grayston, Dr. D. Griffin, Dr. L. Gunderson, Dr. P. G. Harrison, Dr. R. Harrison, Dr. R. Helsley, Associate Vice-President J. Hutton, Dr. R. Irwin, Dean M. Isaacson, Ms. J. Khangura, Ms. W. King, Dr. S. B. Knight, Dr. B. S. Lalli, Mr. R. Lam, Mr. K. Liu, Mr. R. Lowe, Dr. P. L. Marshall, Ms. K. McAllister, Dr. W. McKee, Dr. D. McLean, Mr. W. McNulty, Dean D. Muzyka, Mr. P. Orchard, Dean S. Peacock, Dean *pro tem.* A. Rose, Ms. E. Segal, Mr. B. Simpson, Dr. B. Stelck, Dr. D. Steyn, Dr. S. Thorne, Dean R. Tierney, Mr. B. Toosi, Dr. M. Upadhyaya, Dr. D. Weary, Dr. R. Wilson, Dr. R. Windsor-Liscombe, Dr. R. A. Yaworsky, Dr. J. Young.

By Invitation: Dr. K. Ho (TEKTIC), Associate Vice-President A. Kindler, Mr. A. Lambert-Maberly (Planning & Institutional Research), Associate Vice-President G. Mackie, Mr. W. Sudmant (Planning & Institutional Research).

Regrets: Dr. N. Banthia, Prof. C. Boyle, Mr. P. T. Brady, Dr. D. Fielding, Dr. W. Fletcher, Dr. I. Franks, Mr. C. L. Gorman, Dean *pro tem.* M. Isman, Dr. J. Johnson, Mr. M. Lane, Dr. M. MacEntee, Dr. A. McAfee, Mr. J. Mergens, Dr. D. Paterson, Dr. P. Potter, Ms. C. Quinlan, Dean J. Saddler, Dr. J. Sarra, Dean R. Sindelar, Dean G. Stuart, Ms. A. Thamboo, Dean E. H. K. Yen.

Recording Secretary: Ms. L. M. Collins.

Note: The full text of some reports to Senate is not included in the Minutes. Copies are available from the Assistant Registrar, Senate & Curriculum Services.

Call to Order

Senate Membership

The Secretary reported that the following new Senators had been appointed or elected.

EX OFFICIO

President Stephen J. Toope (Chair)
Dean Simon M. Peacock, Faculty of Science
Dean pro tem. Ann Rose, Faculty of Graduate Studies
Principal pro tem. Lesley Bainbridge, College of Health Disciplines

STUDENT SENATORS

Mr. Richard Lam, Faculty of Dentistry
Mr. Michael Lane, Faculty of Medicine

Minutes of the Previous Meeting

<i>Dr. P. G. Harrison</i>	}	<i>That the minutes of the meeting of May 16, 2006 be adopted as circulated.</i>
<i>Dr. Windsor-</i>		
<i>Liscombe</i>		

Ms. Eom noted that the draft minutes showed the incorrect meeting date. The recording secretary agreed to make the correction.

The motion to adopt the minutes, with the above correction, was put and carried.

Remarks from the Chair and Related Questions

THE ROLE OF THE SENATE

President Toope expressed delight to be part of the scholarly community at UBC. He described the Senate as the site of “sober but not ponderous deliberation.” He noted that the Senate’s role was to maintain the highest academic standards, while the Board of Governors was responsible for the University’s property and other assets. President Toope

Remarks from the Chair and Related Questions, continued

emphasized the importance of each governing body recognizing its respective role. While the Board was not a “second Senate,” nor was the Senate a “second Board.”

President Toope reported that he was committed to helping bring the *Trek 2010* vision and the Academic Plan to life. He planned to align the budgetary and strategic planning processes more closely with the University’s vision and goals.

On behalf of the Senate, Dean Isaacson offered a warm welcome to President Toope. Senators applauded.

CONDUCT OF SENATE MEETINGS

President Toope stated his preference as Chair to conduct meetings relatively informally, but to consult the procedures when necessary. He asked Senators to generally refrain from speaking multiple times on the same matter in debate, except to add a critical new piece of information or comment.

From the Council of Senates

The Secretary had circulated for information a summary of activities undertaken by the Council of Senates at its June 8, 2006 meeting. Most notable were:

1. Council approval of an arrangement to convert a group of degrees granted by the former Okanagan University College to UBC degrees; and
2. Council acceptance (with minor amendments) of recommendations regarding Council composition and recommended associated changes to the *University Act*.

From the Board of Governors

Vice-President Whitehead confirmed that the Board of Governors has approved the following Senate items.

SENATE MEETING OF MARCH 22, 2006

New awards;
Curriculum proposal from the Faculty of Applied Science.

From the Board of Governors, continued

SENATE MEETING OF APRIL 19, 2006

New awards;

Curriculum proposals from the Faculties of Applied Science, Arts, Commerce & Business Administration, Education (including the School of Human Kinetics), Forestry, Graduate Studies, and Law.

SENATE MEETING OF MAY 16, 2006

Establishment of Departments of Anthropology and Sociology in the Faculty of Arts in place of the Department of Anthropology and Sociology, effective July 1, 2006;

Establishment of the Department of Urologic Sciences.

Academic Building Needs Committee

REVISED ROLE AND OPERATION OF ACADEMIC BUILDING NEEDS COMMITTEE

See also 'Appendix A.'

Committee Chair Dr. Adebar had circulated for information a report on a revised mandate for the Committee. He noted that the Senate had requested this report at its May 2006 meeting, and that the May 2005 Review of Senate report had called for a revitalized role for the Committee in capital development decision making. He reminded Senators that the Academic Building Needs Committee had been meeting concurrently for some time with the President's Property and Planning Advisory Committee.

Dr. Adebar indicated change in two areas. First, the capital approval process had been modified to include two opportunities for the input and approval of the Academic Building Needs Committee prior to final approval of building projects. Committee members could expect to receive more information about proposed projects and more time for consideration. Second, the Senate's addition to the Committee's terms of reference of a requirement that the Committee provide an annual report would ensure ongoing discussion about academic building needs at future meetings of the Senate.

Academic Building Needs Committee, continued

Dr. Knight observed that parts of the Point Grey campus resembled a construction zone. He urged the Committee to consider the broader context and the relationship between campus occupants and their environment, as well as the need for more learning space.

In response to a question from Dr. Dennison about academic buildings containing commercial space, Dr. Adebar stated that, despite the Committee's name, it considered commercial as well as academic activities related to building projects. Dr. Adebar suggested that the Committee might be renamed to reflect this broader mandate.

President Toope noted that, under the *University Act*, the Board must consult the Senate on property and building issues prior to approval by the Board. He was hopeful that the consultation with Senate would be robust, but was mindful that the ultimate responsibility rested with the Board of Governors.

Dr. Brander stated that the Senate had the right to request information about a very broad range of activities at the University and that the Academic Building Needs Committee could exercise this right as one of Senate's committees. He agreed that the Committee's terms of reference and name might require revision in the future.

Admissions Committee

Committee Chair Dr. Berger presented the reports.

CALENDAR CHANGES

The Committee had circulated proposals to revise the following Calendar entries:

1. English Language Proficiency Tests: MELAB, addition of a minimum score of 3 on speaking section;
2. Admissions Chapter, international applicants: deletion of paragraph on work visa and financial assistance;
3. Faculty of Forestry, Bachelor of Science in Wood Products Processing: changes to high school science course requirements for admission;

Admissions Committee, continued

4. Faculty of Forestry, Bachelor of Science in Forestry: inclusion of courses from Nanjing Forestry University.

<i>Dr. Berger</i>	}	<i>That Senate approve the Calendar changes as recommended by the Admissions Committee.</i>
<i>Dr. Marshall</i>		

DISCUSSION

Referring to the proposed changes to science courses required for admission to the Bachelor of Science in Wood Products Processing, Dr. Young expressed the opinion that removing barriers for prospective applicants did not constitute sufficient academic rationale for the proposed change. Dr. Marshall respectfully disagreed.

The motion was
put and carried.

EXCHANGE PARTNERSHIP WITH HEC MONTREAL

The Committee had circulated for information a new student exchange partnership agreement between UBC and HEC Montreal for students in the Faculty of Commerce and Business Administration.

ENROLMENT TARGETS TO SENATE

The Committee had circulated for information a copy of its September 6, 2006 memorandum to Vice-President, Academic & Provost Lorne Whitehead. The text of the memorandum follows.

Enrolment Targets to Senate

Enrolment targets for the Vancouver campus are presented to the Senate each year, but practice has varied in past years with respect to the timing of the presentation, whether the report comes for information or approval, how much detail is provided, and which body or individual makes the presentation.

The Admissions Committee would like to clarify early in the 2006/07 cycle their intended process for this year so that all parties know what to expect.

Admissions Committee, continued

Section 27(2)(r) of the *University Act* assigns the following responsibilities to the Board of Governors and the Senate (emphasis added):

“with the approval of the senate, to determine the number of students that may in the opinion of the board, having regard to the resources available, be accommodated in the university or in any faculty of it, and to make rules considered advisable for limiting the admission or accommodation of students to the number so determined.”

The Admissions Committee further draws to your attention that our terms of reference charge us with the responsibility to “[t]o consider and review University and faculty enrolments of new and continuing students.”

In order to ensure that both the Admissions Committee and the Senate fulfill their respective responsibilities, we intend to proceed as follows:

1. The report on enrolment targets should be a report of the Admissions Committee and contain a recommendation on Senate’s acceptance of the enrolment targets and forwarding for approval by the Board of Governors. To prepare this report, the Admissions Committee will require information from your office and from the Enrolment Management Committee.
2. The report will contain for approval a breakdown for enrolments by Faculty, program and year level, in addition to the overall targets for the University.
3. The Admissions Committee should present the report to Senate no later than the March meeting each year. In order to review and consider the targets prior to this delivery date, the Admissions Committee will require information from the Office of the Vice-President, Academic & Provost by the end of January of each year.

Agenda Committee

Committee Chair Dean Isaacson presented the reports.

JOINT REPORT ON COUNCIL OF SENATES MEMBERSHIP AND CHANGES TO THE UNIVERSITY ACT

Note: The full text of this report is not included in the Minutes. Copies are available from the Assistant Registrar, Senate & Curriculum Services. Excerpts from the report appear below.

Report Excerpt 1: Preamble

At its meeting on 8 June 2006, the Council of Senates approved changes to its membership for consideration by the Provincial government. The approved proposal requires changes to the *University Act* and would need changes to the Rules and Procedures of both Senates. This report has been drafted to enact the changes

Agenda Committee, continued

to each Senate's *Rules and Procedures* to comply with the new membership structure of the Council of Senates. Included are:

- a. Permanent changes to reflect the proposed new membership, which will be brought back to each Senate for approval when the *Act* is amended; and
- b. Interim changes to enact as much as the Council's proposal as possible now, prior to amendment of the *Act* (*for approval of each Senate*)
- c. The Agenda Committee's recommendation regarding the Chair of the Vancouver Senate (*for approval of the Vancouver Senate only*)

Also included as an appendix is the current status of recommended changes to the *University Act*; a report formalizing all of these changes will go forward to the Council of Senates for recommendation to the President and the Government later this year. Members of both Senates are asked to bring any comments that they have to the attention of their representatives on the Council of Senates' Executive Committee and/or the Secretariat.

Recommendations for the Vancouver Senate:

1. "That the changes to the Rules and Procedures of Senate on page 4 [Secretary's note: see *Report Excerpt 2* below] of this report, entitled "Rules and Procedure of the Vancouver Senate" under "Changes to the Rules and Procedures of the Okanagan and Vancouver Senates Not Incumbent on Changes to the University Act," and the subsequent directives listed regarding the memberships of the proposed committees be approved."

NB: Requires a 2/3rd supermajority to amend the Rules and Procedures of Senate, and to suspend those sections of the Rules and Procedures that specify committees are to be created and their membership set on the recommendation of the Nominating Committee

2. "That Senate recommend no change to the University Act in regards to the status of the President as Chair of Senate at this time"

Report Excerpt 2: Changes to the Rules and Procedures of the Okanagan and Vancouver Senates Not Incumbent on Changes to the *University Act*

It is possible to implement the changes to Council membership specified above under the framework of the existing *University Act*. This lacks the foundation a legislative change would provide, but the *Council* is of the opinion that the recommended changes are important enough for its proper functioning that interim arrangements should be enacted under the provisions of the existing *University Act* until such time as the Province may consider changing the law. As such, recommended amendments to the *Rules and Procedures* of each Senate are set out below:

Agenda Committee, continued

Rules and Procedures of the Vancouver Senate

At present, the four elected seats on senate have been designated for two students, 1 faculty member, and 1 convocation representative. This leaves five further seats needed for the 9 proposed by the Council. It is proposed that five new standing committees of senate be created, with one member each, and for that one members sole duty to be to serve on the Council of Senates.

That Section 24 be amended to add the following standing committees:

- (n) Council of Senates Vancouver Representative Committee One
- (o) Council of Senates Vancouver Representative Committee Two
- (p) Council of Senates Vancouver Representative Committee Three
- (q) Council of Senates Vancouver Representative Committee Four
- (r) Council of Senates Vancouver Representative Committee Five

That Senate directs that there be one (1) person appointed the committees specified under Section 24 (n) through (r) of the Rules and Procedures of Senate, and that such appointment shall be made by Senate in such a way as to ensure that three such committees shall be comprised of elected faculty members of Senate, one shall be comprised of an elected student member of Senate, and one shall be comprised of a Dean on Senate. In such cases were one of the two (2) students elected to the Council of Senates is not a graduate student, Senate shall appoint a graduate student as student specified above.

That the Nominating Committee be directed to report back to Senate at its next meeting with recommendations for the memberships of the five (5) committees listed above, and that in making its recommendations, the Committee consider nominations and recommendations from the members of Senate eligible for each position.

NB: Requires a 2/3rds supermajority

Dean Isaacson introduced the report, reminding Senators of earlier discussions at each of the Okanagan and Vancouver campuses regarding the composition of the Council of Senates, including a disagreement between the campuses about equality of representation on the Council, and representation for the various constituencies of the Senates. He emphasized that the Vancouver Senate was now asked to approve only the interim changes to its *Rules and Procedures* that were necessary to implement changes to Council membership in advance of possible changes to the *University Act*, and that any permanent changes

Agenda Committee, continued

would be brought back to each Senate for approval if and when the *Act* were to be amended.

<i>Dean Isaacson</i>	}	<i>That Senate accept the report, including the proposed changes to the Rules and Procedures of the Vancouver Senate.</i>
<i>Dr. Windsor-</i>		
<i>Liscombe</i>		

DISCUSSION

Noting the recommendation that there be no change to the status of the President as Chair of Senate, Dr. Knight expressed the opinion that the President should not serve in the capacity of Chair, in the interest of encouraging open debate and critique. Dean Isaacson responded that a final decision had not been reached and that the matter could be revisited at some point in the future.

In response to a question from Ms. Segal, Dean Isaacson confirmed that, if the *University Act* were to be amended, the Senates would likely need to revise their respective Rules and Procedures again.

The motion was
put and carried.

Vancouver Senate Annual Report 2005/2006

See also 'Appendix B: Vancouver Senate Annual Report 2005/2006.'

Dean Isaacson presented for information the first Vancouver Senate annual report, as requested in the May 2005 Vancouver Senate Review. He was hopeful that the report would be published more widely in the near future, and invited comments and suggestions for future reports.

Curriculum Committee

RATIFICATION OF DECISIONS TAKEN UNDER DELEGATED SENATE AUTHORITY

See also 'Appendix C: Curriculum Summary.'

Committee Chair Dr. Marshall reported that, during the summer of 2006, the Curriculum Committee had approved three curriculum proposals under authority delegated to the Committee under Section 26 (b) of the *Rules and Procedures of Senate*.

<i>Dr. Marshall</i>	}	<i>That Senate ratify the decision of the Curriculum Committee to approve the new and changed graduate programs and new courses brought forward by the Faculties of Applied Science (School of Nursing), Commerce and Business Administration, and Medicine.</i>
<i>Dean Muzyka</i>		

Carried.

Nominating Committee

Committee Chair Dr. Windsor-Liscombe presented the reports.

VICE-CHAIR OF SENATE

<i>Dr. Windsor-Liscombe</i>	}	<i>That Senate elect Dr. Ronald Yaworsky as Vice-Chair of Senate for 2006/2007 academic year.</i>
<i>Dr. Knight</i>		

Carried.

SENATE COMMITTEE MEMBERSHIP

The Nominating Committee circulated the following list of proposed membership adjustments to Senate Committees.

Nominating Committee, continued

Academic Policy:

Add Dean *pro tem*. Ann Rose to replace Dean Frieda Granot

Agenda

Add Principal *pro tem*. Lesley Bainbridge to replace Principal John H. V. Gilbert

Curriculum:

Add Mr. Richard Lam to fill vacancy. (student senator)

Add Mr. Behnam Toosi to fill vacancy. (student senator)

Library:

Add Dean Simon Peacock to replace Dean *pro tem*. Grant Ingram

Student Appeals on Academic Discipline:

Add Mr. Richard Lam to replace Mr. (Jerry) Fan Fan (student senator)

Tributes:

Add Mr. Michael Lane to fill vacancy. (student senator)

Add Principal *pro tem*. Lesley Bainbridge to replace Principal John H. V. Gilbert

Add Dean *pro tem*. Ann Rose to replace Dean Frieda Granot

<i>Dr. Windsor-</i>	}	<i>That Senate approve the revisions to the</i>
<i>Liscombe</i>		
<i>Dr. Burt</i>		

membership of Committees of Senate.

Carried.

Reports from the Vice-President, Academic & Provost

FUTURE DEVELOPMENT OF INTERDISCIPLINARITY AND THE FACULTY OF GRADUATE STUDIES AT UBC VANCOUVER

Vice-President Whitehead had circulated for information and discussion a report entitled “Future Development of Interdisciplinarity and the Faculty of Graduate Studies.” The report proposed the establishment of a new College of Interdisciplinarity, led by a Principal, with a mandate to support and facilitate interdisciplinarity across the campus. The report also proposed a revised mandate for the Faculty of Graduate Studies that would see that Faculty focus more exclusively on graduate student programs.

Reports from the Vice-President, Academic & Provost, continued

The Vice-President stated that the report had resulted from broad consultation and polarized debate. He thanked Associate Vice-President Anna Kindler for her efforts toward seeking consensus, the members of four successive committees charged with considering various elements of the plan, members of Senate for providing input following an earlier presentation of ideas by the Vice-President and Dr. John Gosline, and the Committee of Deans for useful discussions on the matter on two occasions.

The Vice-President stated that the report reflected a compromise between those who felt strongly that the Faculty of Graduate Studies should have less power, and those with the opposite point of view. He recognized that achieving unanimous support for the plan would be unlikely, but suggested that further delay could be damaging. The Vice-President stated that the hiring of a new dean for the Faculty of Graduate Studies was one of a number of urgent needs.

DISCUSSION

Dr. Windsor-Liscombe spoke in support of the report, expressing hope that the new College would permit a broader understanding of interdisciplinarity, which he saw as regionalized and limited. He recalled that the establishment of the College of Health Disciplines had entailed a great deal of consultation and negotiation, and stated that he expected the same would be true for a new College of Interdisciplinarity.

Dean Isaacson complimented the Vice-President on the consultative nature of the process over the previous two years, and agreed that the University appeared to be moving toward consensus. He expressed support for separating interdisciplinary units from graduate student activities, and for evaluating the role of centres and institutes over time. Dean Isaacson suggested three enhancements to the proposal:

Reports from the Vice-President, Academic & Provost, continued

1. Articulation of the powers and structure of the new College, and the powers of the Principal. In particular, the deans had recently suggested that the Committee on Interdisciplinarity also be a Steering Committee of the College; and as well the advisory committees of the centres and institutes may also revert to being steering committees, in order to encourage natural partnerships with disciplinary Faculties.
2. Refinement of the report by strengthening the requirement for a future review, including the clarification that Senate would have an opportunity to revisit the College two years after its establishment and following its initial review.
3. The impact on the membership of Senate. Dean Isaacson suggested that adding the Principal only to the membership of Senate without additional elected members could be of concern to some constituencies of Senate. In addition, because the new College would assume some of the duties normally assigned to Faculties, Dean Isaacson suggested that the Academic Policy Committee consider the report in light of powers and duties of Faculties under the *University Act* as well as existing Senate policy on the creation of Faculties.

Mr. Ahmadian was pleased that the report seemed to address interdisciplinarity at all levels, rather than strictly in the graduate arena. He asked whether there were plans for undergraduate instruction in the College. The Vice-President responded that, while he could not be absolutely certain at this early date, he predicted that it would not make sense for the College to offer undergraduate programming. He added that the disciplinary Faculties already offered a wide range of interdisciplinary undergraduate instruction.

Reports from the Vice-President, Academic & Provost, continued

Dr. P. G. Harrison reported that the Academic Policy Committee had met with the Vice-President to discuss the report, and that the Committee was of the opinion that further debate and review would be beneficial.

<i>Dr. P. G. Harrison</i>	}	<i>That Senate refer the report on the Future Development of Interdisciplinarity and the Faculty of Graduate Studies at UBC-V to the Academic Policy Committee for review;</i>
<i>Dr. Windsor-</i>		
<i>Liscombe</i>		

That the Academic Policy Committee and the Provost may make such changes to the report presented in September 2006 that they consider mutually agreeable provided that such changes are drawn to the attention of Senate prior to consideration of any recommendations for the disposition of the revised report; and

That the Academic Policy Committee is directed to report back with recommendations for the disposition of the revised report at the November 2006 meeting of Senate.

DISCUSSION ON THE MOTION

Dr. P. G. Harrison requested that, if the Senate were to refer the matter, members of Senate should provide comments to the Chair of the Academic Policy Committee and to the Vice-President, Academic & Provost by October 11, 2006.

AMENDMENT TO THE MOTION

Dean Isaacson reminded Senators that the Agenda Committee was responsible for considering changes to the Senate *Rules and Procedures* that include reference to changes in Senate membership. He therefore proposed that the motion be amended to add:

Reports from the Vice-President, Academic & Provost, continued

That the Agenda Committee is directed to report back with recommendations on associated changes to the Rules and Procedures of Senate at the November 2006 meeting of Senate.

The amendment
was adopted
without challenge.

The amended
motion was put
and carried.

TECHNOLOGY ENABLED KNOWLEDGE TRANSLATION INVESTIGATIVE CENTRE IN HEALTH (TEKTIC)

The Vice-President had circulated for information a proposal to establish the above-mentioned Centre, in the Faculty of Medicine.

JAMES A. MOORE CHAIR IN PARKINSON'S RESEARCH

*Vice-President
Whitehead
Dr. McLean*

}

That the Senate approve the establishment of the James A. Moore Chair in Parkinson's Research within the Pacific Parkinson's Research Centre (PPRC), made possible by funding from the Pacific Parkinson's Research Institute and a UBC Trek endowment.

Carried.

Reports from the Vice-President, Academic & Provost, continued

ASTRAZENECA CHAIR IN OCCUPATIONAL AND ENVIRONMENTAL LUNG DISEASE RESEARCH

<i>Vice-President Whitehead Dean Muzyka</i>	}	<i>That the Senate approve the establishment of the AstraZeneca Chair in Occupational and Environmental Lung Disease Research, made possible by funding from AstraZeneca Canada Inc.</i>
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Carried.

ENROLMENT 2006/2007

In response to a request made by the Senate at its May 2006 meeting, Vice-President Whitehead circulated a report showing enrolment targets for the 2006/2007 academic year by Faculty and program.

Report from the Secretary of Senate

NOMINATING COMMITTEE ELECTION

Mr. Silzer had circulated a report suggesting that the Senate temporarily suspend its rules regarding election of members of the Nominating Committee in order to expedite the replacement of Principal J. H. V. Gilbert on the Committee. Dr. Burt had accepted a nomination to fill this vacancy.

<i>Dr. Windsor- Liscombe Dr. Thorne</i>	}	<i>That Section 23(f) of the Rules and Procedures of the Vancouver Senate be suspended for the purpose of electing a Senator to fill a vacancy on the Nominating Committee. (requires a 2/3 vote); and</i> <i>That nominations for one faculty member to replace Principal John H. V. Gilbert on the Nominating Committee be closed.</i>
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Carried.

Dr. Burt was declared acclaimed.

Other Business

AD HOC COMMITTEE TO CONSIDER UNIVERSITAS 21 AND U21 GLOBAL

In response to a question from Dr. Knight, Dr. Helsley indicated that the above-mentioned Committee planned to report to the Senate in the near future. The ad hoc Committee had required extra time to conduct consultation.

ROBERT H. LEE GRADUATE SCHOOL

Dean Muzyka announced that he had recently forwarded submitted a proposal to the Board of Governors to name a graduate school within the Faculty of Commerce & Business Administration in honour of Chancellor Emeritus Robert H. Lee. He asked Senators to join the Faculty in thanking Mr. Lee for his outstanding contributions to the University. Members of Senate asked that the recording secretary note their warmest thanks.

Adjournment

There being no further business, the meeting was adjourned. The following regular meeting of the Vancouver Senate was scheduled for 7:00 p.m. on October 18, 2006.

APPENDIX A: REVISED ROLE AND OPERATIONS OF ACADEMIC BUILDING NEEDS COMMITTEE

At the May 2006 meeting, Senate approved the motion that the Academic Building Needs Committee undertake a review of its role and operations and report to Senate no later than the September 2006 meeting. This document provides that report.

Background

In recent years, the Senate Academic Building Needs Committee (SABNC) has operated as a part of the President's Property & Planning Advisory Committee (PPPAC). In addition to the members of SABNC, the voting members of PPPAC include six AVPs, the Directors of seven units (e.g., Plant Operations), and a representative of each Faculty. In addition, about six professional staff are nonvoting members of PPPAC.

PPPAC's main business has been consultation on development proposals seeking "Board 1" approval, which is approval of the project in principle, the location (choice of building site), and the donor agreement (if there is one).

New Role and Operation of Committee

There are two aspects to the new role and operation of the SABNC. The first is an increased influence on project specific development approvals, while the second aspect is a greater involvement in "big picture" issues of how all current and upcoming building projects impact academic resources. These two items are discussed separately below.

NEW DEVELOPMENT PROPOSALS

The Executive has recently developed new procedures for approval of major capital projects (G.A. Mackie, May 24, 2006). These changes coincide with a simplification of the Board of Governors' process. The first two stages of approval ("Executives 1 and 2") are similar to the former Executive approval process, while "Executive 3" effectively replaces the former "Board 1." Input and approval of the SABNC will now be required prior to both "Executive 2" and "Executive 3."

The information required for "Executive 1" approval that will be provided to the SABNC prior to "Executive 2" approval includes a letter of intent that specifies: the purpose of the project; the academic needs that will be met; an estimate of the magnitude of a building or major renovation; approximate timelines; and broader contextual issues.

Information required for "Executive 2" approval that will be provided to the SABNC prior to "Executive 3" approval includes: the preferred site and compliance with the Campus Plan, project size and scope including the associated academic program (e.g., FTE growth), project costs including operating costs (e.g., building maintenance at APPA level 2), source of funds, implementation issues (e.g., swing space), and a description of how the project meets the criteria in *The Prioritization of Academic Capital Projects at the University of British Columbia: Context and Process*.

Appendix A: Revised Role and Operations of Academic Building Needs Committee, continued

In the new approval process, the SABNC will be providing input and approval at two separate steps. This is significant as in the past, PPPAC (and by inclusionary membership SABNC) has been asked to approve a new project within minutes of it being first introduced. Also, as described above, much more information will be provided to SABNC than has been provided to PPPAC in the past.

The SABNC will be discussing at the upcoming meetings exactly how it will operate within this new Executive approval process (e.g., will SABNC continue to attend PPPAC meetings?) in order to ensure it has a strong “voice.”

IMPACT OF BUILDING PROJECTS ON ACADEMIC RESOURCE

At the May 2006 meeting, Senate approved a fifth terms of reference for the Academic Building Needs Committee as follows:

“5. To report annually to Senate on the status of building projects, on their impact on the teaching and academic resource, and on the Committee’s role in the capital project approval process.”

In order to prepare an annual report to Senate on the impact of all current and upcoming building projects on the teaching and academic resources of the university, the SABNC will need to take a “big picture” look at issues, which is something the committee has not been involved in to date. In addition to meetings held to discuss specific project proposals as described above, the committee will need to hold a number of meetings each year to discuss “big picture” issues such as the Campus Plan.

Ongoing Changes to Committee’s Role and Operation

The fifth term of reference approved at the May 2006 Senate meeting requires that the annual report from the SABNC include information on “the Committee’s role in the capital project approval process.” This new requirement will ensure that there will be ongoing discussions on this topic at future Senate meetings.

Respectfully submitted,

Perry Adebar
Chair, Senate Academic Building Committee

APPENDIX B: VANCOUVER SENATE ANNUAL REPORT 2005/2006

Introduction

The Vancouver Senate conducted a review of its activities during the 2004/2005 academic year. In its May 2005 report, the ad hoc Senate Committee that undertook the review observed a need to raise awareness of the Senate's role and activities within the University. To help address this need, the Senate Secretariat and the Senate Agenda Committee were asked to compile an annual report on the activities of the Vancouver Senate for the information of the University community. This is the first such annual report.

Background

The Vancouver Senate is established and vested responsibilities related to the academic governance of the University under the *University Act*, R.S.B.C. 1996, c. 468. The Senate has 85 members, including faculty members, student senators, convocation senators, representatives of affiliated theological colleges, and senior administrators of the University, including the President as Chair of the Senate, the Chancellor, the Vice-President- Academic, the University Librarian, 12 Deans and one Principal. The Senate has 12 standing committees that perform much of the Senate's work. Committees deliver reports for consideration at Senate meetings for information, discussion and/or approval. Some of these reports are annual reports on committee activities, some present routine matters for the approval of Senate, while others address more *ad hoc* matters for particular consideration or decision. The Senate schedules nine meetings per academic year. During 2005/06, the Senate met eight times from September 2005 through May 2006. Meetings of the Senate are generally open to the public, with a few matters being considered in closed session. The 2005/2006 year was the first year of a three-year Senate electoral term.

Regular Activities of Senate

Matters brought forward during the 2005/06 year included the following:

The Curriculum Committee and/or Admissions Committees brought forward matters relating to admissions policy and over 870 curriculum changes, including new and revised degree and diploma programs and their related courses. The Student Awards Committee recommended for approval over 100 new student awards. The Nominating Committee brought forward revisions to the terms of reference and composition of Senate committees and recommended committee assignments for new members.

Based on recommendations from the Vice-President Academic & Provost, the Senate:

1. Revised the voting membership of the Faculty of Medicine;
2. Approved and recommended for approval by the Board of Governors the establishment of two departments and two centres, as well as two departmental mergers; and
3. Approved and recommended for approval by the Board of Governors the establishment of seven Chairs.

At the November and May meetings, the Associate Vice-President, Enrolment Services &

Appendix B: Vancouver Senate Annual Report 2005/2006, continued

Registrar presented for approval lists of candidates for degrees and diplomas. The Vancouver Senate granted a total of over 8800 degrees and diplomas. The Associate Vice-President Enrolment Services & Registrar also submitted for information dates relating to the 2006/2007 Academic Year (January meeting).

In closed session, the Tributes Committee recommended a list of candidates for honorary degrees, which the Senate discussed and approved. The Tributes Committee also recommended 77 individuals for emeritus status and prepared short tributes known as “memorial minutes” for two former Senators who had recently passed away.

Annual reports were presented by the Committee on Student Appeals on Academic Discipline, the Committee on Appeals on Academic Standing, the Interim Budget Committee and the University Librarian. At the November meeting, the Vice President Administration and Finance presented for information the University’s financial statements for the 2004/2005 fiscal year.

Review of Senate

An Ad Hoc committee to Review Senate delivered its report to Senate at the May 2005 meeting. The review arose largely because of a sense that the levels of responsibility of the Senate and the extent and nature of its debate had diminished in recent years. Subsequently, the Agenda Committee has been engaged in following up on the Review Report’s various recommendations, and otherwise attempting to enhance Senate’s overall role in various ways. The Review recommendations included:

1. Adjustments to the terms of reference and operating procedures for Senate standing committees, including a streamlining of the presentation of routine matters by the Curriculum and Admissions Committees;
2. Prospective changes to the *University Act*, including a recommendation that the Senate elect its own Chair rather than having the President serve ex officio in this role; and
3. Changes to Senate meeting agenda preparation. These included provisions for substantive debate on academic issues from time to time; a suitable orientation of Senators; regular reports to Senate from the Vice- President Academic & Provost; an increased use of electronic meeting materials; the preparation of an annual report; and modifications to the Rules and Procedures of Senate. Many of the recommendations have already been implemented, with a few still in the final stages of consideration for implementation.

UBC Okanagan and the Vancouver Senate

A number of activities of the Vancouver Senate during 2005/2006 were related to the creation of UBC Okanagan and the resulting establishment of the Okanagan Senate and the Council of Senates.

During the 2004/2005 academic year, the Vancouver Senate had established an ad hoc committee to serve as the Interim Academic Governing Body (IAGB) for UBC Okanagan, until such time that the Okanagan Senate was established. The Okanagan Senate was

Appendix B: Vancouver Senate Annual Report 2005/2006, continued

established in the fall of 2005, and held its first meeting in December 2005. Accordingly, the Vancouver Senate dissolved the IAGB at its December meeting.

Secondly, a joint committee of the Vancouver Senate and the IAGB made recommendations relating to the composition of the Council of Senates, consistent with the provisions of *University Act*. Although the recommendations of this joint report were accepted by the Vancouver Senate at its November meeting, they were rejected by the IAGB, largely because the IAGB would have preferred equal representation of the two campuses on the Council of Senates. In light of these circumstances, the President opted to initially establish the Council with three Committee Chairs from each Senate, and requested that the Council consider its own future composition. This process has unfolded, and at its June 2006 meeting the Council of Senates approved its permanent membership structure.

Thirdly, guidelines were established on how the two Senates communicate with one another and collaborate to approve routine matters affecting both campuses without creating unnecessary business for the Council of Senates. These were approved at the March meeting.

Fourthly, the Okanagan Senate had approved the granting of UBC degrees to a group of alumni of the former Okanagan University College. This arrangement was challenged by some members of the Vancouver Senate who felt that it was important to consider the input of both campuses. President Martha Piper then referred this matter to the Council of Senates for final disposition. The Council considered the matter at its June 2006 meeting and approved a framework for the granting of these degrees by the Okanagan Senate.

Other Topics

Finally, a number of other non-routine items were considered by the Senate over the past year. These included the following:

The Chancellor provided an update on the status of the Presidential Search Committee that included a number of Senators among its members.

The Director of UBC International delivered status reports on the activities of Universitas21, and U21 Global. The Senate then established an ad hoc Committee of Senate to review U21 Global; that Committee is expected to deliver its report early in the 2006/2007 academic year.

The Tributes Committee presented a revised policy on the Emeritus/Emerita status for retiring and resigned faculty members. The revised policy included, for the first time, a mechanism to revoke emeritus status of an individual. Senate approved the new policy.

The Admissions Committee made recommendations about the University's use of third party agencies in student recruitment, and the Senate accepted those recommendations at its May meeting. The Admissions Committee also considered issues related to institutional membership in the Association of Universities and Colleges in Canada (AUCC) and delivered a report to the Senate.

Appendix B: Vancouver Senate Annual Report 2005/2006, continued

The Academic Policy Committee presented a proposal to use First Nations names for languages in the University calendar; the Senate requested more information about implications and costs, and the Admissions Committee is due to report once again on this matter during the 2006/2007 year.

At the April meeting, the Vice-President Academic & Provost presented for discussion a report entitled “Optimizing Interdisciplinarity at UBC.” Discussion about interdisciplinarity and the future of the Faculty of Graduate Studies will continue in 2006/2007.

At the May meeting, Senate accepted a number of recommendations from the Teaching and Learning Committee regarding student evaluation of learning experiences.

The Senate approved University-wide Enrolment Targets for the 2006/2007 cycle at the May meeting, and requested additional data about enrolment targets by Faculty and program.

Finally, at the May meeting Senate paid tribute to President Martha C. Piper in wishing her farewell.

Concluding Remarks

Overall, the Vancouver Senate had an active year, dealing with both regular and ad hoc matters. A major focus of its activities has been the academic governance aspects of the transition to a multi-campus, multi-Senate institution. The Senate has also been working diligently to implement changes to its own operations in light of the Review, so as to optimize levels of responsibility and engagement.

APPENDIX C: CURRICULUM SUMMARY

Faculty of Applied Science, School of Nursing

New course: NURS 511

Faculty of Commerce & Business Administration

MBA specialization in Sustainability and Business

MBA sub-specialization in Sustainability and Business

New courses: BASD 500, 501, 502, 503, 504, 580.

Faculty of Medicine

Changed programs: Ph.D. and M.Sc. in Pathology and Laboratory Medicine

THE UNIVERSITY OF BRITISH COLUMBIA



Enrolment Services
Senate & Curriculum
Services
Brock Hall
2016-1874 East Mall
Vancouver, BC V6T 1Z1

October 5, 2006

Memo to: Vancouver Senate

From: Academic Policy Committee

Re: Great Northern Way Academic Governance and Administration of
Degree Programs

The Academic Policy Committee recommends:

That Senate approve the general principles set out in the report entitled *Academic Governance and Administration of Degree Programs* with the proviso that Senate have ongoing oversight and right of approval for all academic programs, courses, regulations, and policies applicable to students who are candidates for degrees offered in part by the University of British Columbia at the Great Northern Way campus.

Respectfully submitted,

Dr. Paul Harrison, Chair
Senate Academic Policy Committee

Great Northern Way Campus Academic Governance and Management of Degree Programs

Introduction

The enclosed document describes the proposed model for the “Academic Governance and Administration of Degree Programs” at the Great Northern Way Campus (GNWC). The GNWC is a collaboration of UBC with the British Columbia Institute of Technology, the Emily Carr Institute of Art & Design and Simon Fraser University. This level of inter-institutional collaboration and cooperation is unique in Canada, and perhaps globally, and represents a bold new approach to utilizing the combined strengths of the partner institutions.

The proposed governance model set out in the “Academic Governance and Administration of Degree Programs” proposal has been developed jointly by the four institutions and reflects our combined best judgment of a workable approach that ensures the highest academic standards and accountability of our joint programs. Because it is a jointly developed, and because the four institutions each have unique sets of administrative and governance systems, it cannot fully mirror each institution’s requirements; however, every effort has been made to ensure that the spirit of the requirements of all the institutions, and particularly of UBC’s requirements, for proper governance and quality control are fulfilled.

It is worth noting that, in addition to scrutiny by UBC Senate, the jointly credentialed academic programs at the GNWC will also require the approvals of the Senate and Education Councils of the other three partner institutions and of the BC Degree Quality Assessment Board (this later requirement resulting from the fact that not all of the partners currently have exempt status with regard to graduate programs). It is also worth noting that the proposal is only intended to apply to new GNWC Degree Programs jointly offered by the partner institutions.

This model of governance is consistent with that anticipated in the GNWC “*Academic Vision*” document considered and approved by the Senates and Education Councils of all four partner institutions in 2003. (Please see the attached a copy.) The key elements of the *Vision* are captured in the paragraphs:

“The GNWC partners propose to break new ground using the best of their proven tools and talents. In the immediate term, each of the individual elements of the academic program may look familiar to one or several of the existing institutions. The academic innovations - the new tools, techniques and synergies will arise from these combined strengths being available in one location.”

“GNWC will capture international attention as a model for academic cooperation, for economic integration and for an evolving program that recognizes and enhances the interconnectedness of science and technology with art, culture and design.”

The GNWC has now captured both elements of the *Vision*. In the immediate term, several jointly taught courses have been successfully mounted over the last two years - hosted by one or the other partner institution, but made readily available to qualified students from all four. This approach is expected to continue. The proposed governance structure moves academic innovation, cooperation and collaboration to the next level via jointly credentialed degree programs. This is consistent with the expectation that *“The GNWC will be flexible in serving the learning community. It will offer everything from modular courses to complete degree programs.”*

The present proposal is also consistent with the GNWC Strategic Academic plan, which states that *“Attention to joint policies giving GNWC some appropriately delimited institutional autonomy will begin to develop,”* and that *“First degree graduates with a joint GNWC credential (bi, tri, or quadrilateral*

certification)” will matriculate. Although these events are predicted in the Strategic Academic Plan for the “Formative” phase beginning in 2008, the present proposals indicate that the GNW Campus strategic academic plan is on track and, in fact, ahead of schedule.

The proposed arrangement will yield significant benefits to the future GNWC students and its academic community, strengthening academic collaboration among the GNWC partners. It will benefit each of the institutions, including UBC in several ways. Since continuing regular faculty members will be appointed at the partner institutions, UBC will gain additional positions. Although teaching assignments of these faculty members will focus on GNWC responsibilities, these faculty members will be expected to participate in their UBC “host” departments and supervision of graduate students. Their research grants and contracts will be “credited” to host units. Further, the intellectual stimulation arising from interactions among faculty members from all four institutions on subjects of mutual interest will be a major asset to many UBC colleagues. Access to students and post-docs from a wide variety of backgrounds and fields of expertise will be another. Entrée to specialized equipment and to enhanced opportunities for connections with industry partners generated through the GNWC activities will also enrich research and teaching and learning environments of partner institutions.

These significant benefits will come at no additional cost to UBC. Jointly credentialed academic programs at the GNWC will be self-supporting, as described in the *Academic Vision* document. An immediate case in point is the exciting new degree program proposal that would be governed under the proposed guidelines which will be presented to the UBC Senate Academic Policy Committee (and then Senate Curriculum committee) very soon for review: the “Master of Digital Media” program. This professional graduate program has received a grant of \$39M from the Province of BC for start-up, for establishing an endowment to help fund operating costs, and construction of facilities at the GNWC primarily to house the program. Additional funds for the endowment have been pledged by the industry partners as well as in-kind support. Although future programs may not be as richly endowed, the self-supporting model will be followed.

THE UNIVERSITY OF BRITISH COLUMBIA



Enrolment Services
Senate & Curriculum
Services
Brock Hall
2016-1874 East Mall
Vancouver, BC V6T 1Z1

October 5, 2006

Memo to: Vancouver Senate

From: Academic Policy Committee

Re: Calendar Changes to Academic Concession

The Academic Policy Committee recommends:

That Senate approves the calendar change to add military service and related information to the section on Academic Concession as circulated.

Respectfully submitted,

Dr. Paul Harrison, Chair
Senate Academic Policy Committee



UBC Vancouver Proposal Form Change to Calendar

Effective Session 2007W_____ Term _1_ Year _2006__ for Change	Date: Sept. 27, 2006 Contact Person: Lois Bishop Phone: (604) 822-8141 Email: lois.bishop@ubc.ca
Proposed Calendar Entry: <i>Academic Concession</i> Students may request academic concession in circumstances that may adversely affect their attendance or performance in a course or program. Such circumstances include: <ul style="list-style-type: none">▪ a medical condition▪ emotional or other problems▪ religious observance, and▪ military service. Students...below. Religious...earlier. Students who also serve in the military must discuss with each instructor at the start of term how their commitment to the military might affect their participation in the course. Students absent from final...office.	URL: http://students.ubc.ca/calendar/index.cfm?tree=3,48,0,0 Present Calendar Entry: <i>Academic Concession</i> Students may request academic concession in circumstances that may adversely affect their attendance or performance in a course or program. Such circumstances include: <ul style="list-style-type: none">▪ a medical condition▪ emotional or other problems▪ religious observance Students who intend to, or who as a result of circumstance must, request academic concession should notify their dean, director, or instructor(s) as specified below. Religious observance may preclude attending classes or examinations at certain times. In accordance with the <u>UBC Policy on Religious Holidays</u> , students who wish to be accommodated for religious reasons must notify their instructors in writing at least two weeks in advance, and preferably earlier. Students absent from final examinations held in the official examination periods must request academic concession from the office of their dean or director. Students who are absent at the other times, or are unable to complete tests or other graded work because of short term illness, religious obligation, or for other reasons, should normally discuss with their instructors how they can make up for missed work, according to written guidelines given them at the start of the course (see <u>Grading Practices</u>). Instructors are not required to make allowance for any missed test or incomplete work that is not satisfactorily accounted for. Students also have the right to request academic concession from their dean or director's office. Students wishing to request academic



concession from the office of the dean or director must apply to the office as close as possible to the time as attendance is adversely affected. In case of religious observance, the office of the dean or director must receive notification a minimum of two weeks in advance. The University, in considering these requests or any appeals of decisions on academic concession, will not normally take into account untimely notifications. Students requesting academic concession will be asked to provide such evidence as is deemed appropriate. If there is a medical problem, students should submit a "Statement of Illness" form obtained from the [Student Health Service](#) or the attending physician. Students may be asked to provide additional information.

The academic concessions that may be granted include the following: permission to drop or withdraw from a course after the normal deadlines (see [Change of Registration](#)), Aegrotat standing or Deferred standing (see [Grading Practices](#)) and withdrawal from the University (see [Withdrawal](#)).

If permission is given to drop or withdraw from a course, any refund of fees will be in accordance with normal policy (see Calendar Chapter 3, [Refund of Fees](#)).

Students in good academic standing who are permitted to withdraw from the University may apply to re-enrol in the program from which they withdrew. Application to re-enrol must be made by the published application deadline for the program. Students permitted to withdraw may be told the time period during which an application to re-enrol will be permitted. A medical certificate of a nature sufficient to satisfy the University that a student is ready to continue studies may be required before the student will be re-enrolled.

Type of Action:

Add military service as a specific circumstance for academic concession.

Rationale:

A request from the national and provincial offices of the Canadian Forces Liaison Council has been sent to the President.

Approximately 10,000, about 40%, of the members of Canada's Reserve Force are students in their civilian lives. Of these,



	<p>about 60% are University students, and according to the Canadian Forces Liaison Council some 60% of these students have experienced difficulty balancing their academic and military commitments to the net detriment of both. Student-reservists train one night a week and every other weekend during the school year; those commitments may necessitate a request for a rescheduling of a midterm examination, for example, but should be known in advance and should form the basis of a discussion between student and instructor at the start of the term. Extraordinary events such as being called to active duty will, of course, require extraordinary accommodations that will likely be dealt with by the student's faculty. The addition of the listing of military service as a specific circumstance for academic concession will assist UBC students who are members of the Reserve Force meet both commitments.</p>
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UBC Curriculum Proposal Form Change to Course or Program

Category: (1)

From: Senate Academic Policy Committee	Date: Sept. 22, 2006 Contact Person: Paul Harrison, Chair Phone: 2-3659 Email: harrison@science.ubc.ca
Effective Date for Change: May 2007 Proposed Calendar Entry: <i>Viewing Marked Work</i> Any examination, essay, problem set, laboratory report or other assignment should be marked in a reasonable time and although the work may be retained by the University the student shall receive feedback on expected and achieved outcomes. If there is a provision for marked work to be returned to the student and then re-submitted for the correction of marking errors or omissions, the instructor must provide clear guidelines in advance to ensure that the academic integrity of the work is maintained. A final examination becomes the property of the University and must remain in the possession of the University for one year from the date of the examination after which it should be destroyed or otherwise disposed of in accordance with UBC Policy 117. Where there is no scheduled review of an examination, a student may make written application (by January 31 for Winter Session Term 1 courses, by May 30 for Winter Session Term 2 and two-term courses , and by September 15 for Summer Session courses) to the course instructor who will make every reasonable effort to arrange for the student to view the marked final examination within 30 days of the request. If the instructor does not comply, at the student's request, the	URL: <i>(http://students.ubc.ca/calendar/index.cfm?tree=3,41,93,0)</i> Present Calendar Entry: <i>Viewing Marked Examinations</i> A final examination becomes the property of the University and must remain in the possession of the University until destroyed or otherwise disposed of. A student may make written application (by January 31 for the Winter Session Term 1, by June 30 for Winter Session, Term 2, and by September 15 for the Summer Session) to the department head, director or dean, who will make every effort to arrange for the student to view her or his marked final examination paper(s) with the course instructor or designate. The purpose of this exercise is purely pedagogic and distinct from the <u>Review of Assigned Standing</u> . Action: Clarify the steps and the timing of the review. Expand the process to cover viewing of work other than final exams. Rationale: Viewing work other than final examinations can provide useful feedback on student learning if it happens in a timely way during the term. Some course instructors wish to retain student work (e.g., to hinder the dissemination of exam questions) but students should have controlled access to view the work. If any piece of work is to be accepted by the instructor for re-grading (e.g., to correct



head of the department, director of the school or dean of the faculty offering the course will make every reasonable effort to facilitate the viewing which normally will be completed within 15 days of receipt of the request. The purpose of this exercise is purely pedagogic and distinct from the [*Review of Assigned Standing*](#).

suspected errors in marking or addition), there must be rules to avoid any possibility that the work could be altered before resubmission.

The details of the retention and destruction of examinations are clarified.

Viewing an exam or other piece of work for pedagogic reasons should be a process managed by the instructor and the student who is interested in learning. Only if the course instructor does not or cannot comply with a request in a reasonable time should academic administrators get involved. Although instructors sometimes find that the number of requests adds to their workload, delaying the viewing may dissuade conscientious students and may force them to use the Review of Assigned Standing process which costs the student and does not provide the kind of useful feedback that a viewing of the piece of work does.

The deadlines for making a request for a viewing can be advanced in some cases now that marks are released to students electronically soon after the exam periods each term. Some faculties, however, coordinate a review of grades and do not release grades as early as others.

Limits must be placed on the response time of the instructor and the head of the unit in order that the student can view the work in time to meet the deadline for requesting a Review of Assigned Standing if that step is to be taken.

THE UNIVERSITY OF BRITISH COLUMBIA



Enrolment Services
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Brock Hall
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Vancouver, BC V6T 1Z1

October 5, 2006

Memo to: Vancouver Senate

From: Academic Policy Committee

Re: Calendar Changes on Viewing Marked Examinations

The Academic Policy Committee recommends:

That Senate approves the calendar change to the section on Viewing Marked Examinations as circulated.

Respectfully submitted,

Dr. Paul Harrison, Chair
Senate Academic Policy Committee

Appendix

GNWC Academic Governance and Administration of Degree Programs

September 30, 2006

The GNWC Academic Governance and Administration of Degree Programs proposal is intended as a general guideline document applying to any degree program that would be jointly offered by the four GNWC partner institutions and housed at the Great Northern Way Campus. Several points relative that proposal are discussed in the following.

A) UBC Senate Policy on Joint Degree Programs

UBC Senate policy gives eight points to be considered in the development of joint degree proposals, found at www.students.ubc.ca/senate/policies.cfm?ID=2. Rather than incorporate the UBC-specific questions into the GNWC Governance and Administration document, the full UBC Senate document is reproduced below and responses are interpolated in *italics*.

It is understood that all specific joint degree program proposals would come before the UBC Senate Academic Policy Committee prior to its consideration by the UBC Senate Curriculum Committee, and that approval of the proposed Governance structure does not constitute prior approval of any specific degree program.

UBC Document on Evaluation of Joint Degree Proposals

The following are guidelines for joint degree proposals, prepared by the [UBC] Academic Policy Committee:

A proposal for a joint degree program should be reviewed and approved initially by the UBC Senate Academic Policy Committee prior to its consideration by the Senate Curriculum Committee. Because each proposal for a joint degree is likely to involve different idiosyncratic arrangements, these proposals should be considered by the Academic Policy Committee on a case-by-case basis. The guidelines we are creating with our recommendation takes this point into account. Such a review process will allow the UBC Senate to ensure that academic matters are appropriately addressed, and the degree designation on the parchment conforms to UBC Senate approved policy (e.g., Senate Minutes, October 1997).

The proposal for a joint degree program must clearly demonstrate why such a program cannot be covered by UBC's current exchange arrangements. The advantages of a specific joint degree proposal to students, UBC and their partner institutions, should be clearly cited and be readily apparent.

The specific program proposals will be supported by clear statements of the advantages of the proposed joint degree program to students and to the partner institutions.

The proposal for any degree program will be expected to provide satisfactory answers to questions of the following kind and should be addressed in the proposal.

1. Is there assurance that a student will be registered in both institutions?

Appendix

Page 2 of 5

GNWC students will be registered at the GNWC, with secure access to student records by authorized personnel with the need to know at each of the partner institutions.

2. Are there mechanisms in place to ensure that student records are maintained in both institutions?

As above

3. Are there mechanisms in place to ensure that a student enrolled in a joint program has access to housing, loans, scholarships, athletics and recreational facilities, daycare, library privileges, e-mail accounts in AT LEAST one of the institutions?

Mechanisms are being developed with the assistance of Librarians, Registrar's and Student Services personnel from all four partner institutions to address all of these areas. All will be in place well in advance of the arrival of the first students.

4. Are there procedures in place to ensure that actions related to student discipline are in place for such students at least at one of the institutions?

Policies and procedures are being developed by the GNWC, with the assistance of Registrar's personnel from all four partner institutions, to address this area and will be reflected in the final form of the GNWC Graduate Regulations – the current draft is attached. It should be emphasized that these regulations are still in development and are not yet being officially submitted to the partner institutions for review.

5. Are the standards set for student admissions at both institutions comparable in respect to the specific program being offered?

Yes – and these are reflected in the draft Graduate Regulations and will also be part of the detailed curriculum document for each proposed program.

6. Are the students enrolled in a joint degree program expected to spend at least two years in residence on the UBC campus?

No – this criterion is not applicable to GNWC programs, since most work will be done at the GNWC and in associated industry, government and/or NGO settings.

7. Will decisions made about student progress, etc. made at one institution be respected/accepted by the partner institutions?

Yes – agreement for acceptance of such decisions, made at the GNWC, by all four partner institutions will be a component of the affiliation agreements with the partner institutions. Recommendations for the award of degree to each degree candidate, accompanied by all necessary documentation, will be transmitted by the GNWC to each partner institution for their consideration.

8. In the event that a student decides to drop out of the joint degree program, and transfers to another program at one of the partner institutions, is there assurance that the student's new program will accept appropriate courses taken prior to transfer, at all of the cooperating institutions?"

Yes- this will also be a component of the affiliation agreements with the partner institutions. Transfer to another program at one of the partner institutions cannot be guaranteed, however, and would be considered on a case-by-case basis, dependant on the student's qualifications and applicability of the GNWC courses to the student's new program.

B) GNWC Academic Governance and Administration of Degree Programs proposal relative to the GNWC Strategic Academic Plan, approved at the GNWC in 2004.

The present proposal provides additional structure and framework that implement the broad principles of Academic Governance at GNWC set out in the Strategic Academic Plan. The present proposal is not intended to supersede or alter the Strategic Academic plan.

C. Additional Information - responses to specific queries from UBC Senators and others regarding this proposal:

Answers to the queries are in *italics*:

1. Who grants the degree?

- will credentials be (and be seen in the community as): GNWC degrees to which UBC and others have lent their legitimacy, expertise and names, or hybrid UBC, SFU, ECIAD, and BCIT degrees?"

This is covered under Credentialing in the "Academic Governance and Administration of Degree Programs" document.. This section states: "The Great Northern Way Campus will not be an autonomous degree granting institution and Provincial base (FTE) funding is not anticipated. Rather, GNWC degrees will be conferred by virtue of the credentialing authority of the four GNWC partner institutions." Joint credentialing of highly collaborative programs is the most effective way of asserting the fact that the strengths of the partner institutions are jointly in support of the program. This approach will be operationalized via affiliation agreements between the GNWC and the partner institutions. These agreements are under development, in consultation with personnel at each institution and will be subject to approval by the appropriate bodies at each institution. Degrees granted under this proposal would carry all four partner institutions' crests on the degree parchment.

It is anticipated there will be a primary "Host Department (or possibly Departments)" at each institution for any such degree program. This academic unit would recommend the program curriculum (ultimately) to Senate or Education Council.

- will the degree candidates be approved by UBC (and others), or will this power be delegated to the GNWC? Delegation would be a great departure from current practice

Recommendations for the award of degrees would be made by the appropriate Program Committee at GNWC to each of the Host Departments at each of the partner institutions, which would then recommend the graduates to the rest of the administrative systems and ultimately to

the body with authority for final approval. This would also be established in the affiliation agreements between the GNWC and the partner institutions, as mentioned above.

- will program graduates be UBC alumni?

We expect that all four institutions would permit graduates to convocate and would want to “claim” the graduates as “alumni.”

2. Will there be high academic standards for admission, students and courses

The general issue of academic/grading standards in courses is addressed in the proposed “GNWC Graduate Regulations.” A copy of the current draft is attached to this Appendix. Criteria for admission, continuation and completion will be at least as high as the most stringent at the four GNWC partner institutions. Although not yet been approved in detail by the GNWC Academic Committee, the use of the 4.0-based grading system (following) was not controversial. Elaboration of grading criteria along the lines of UBC’s (following) could also be useful guidance.

Grade Point	Grade	Level of Achievement
4.33	A+	exceptional
4.00	A	exceptional
3.67	A-	exceptional
3.33	B+	competent
3.00	B	competent
2.67	B-	competent
2.33	C+	adequate
2.00	C	adequate
0.00	F*	inadequate

UBC Grading Criteria

The following guidelines offer a broad-brush characterization of the type of work that might be associated with various ranges of grades. The intent here is to encourage general consistency across the faculty rather than to provide precise specifications.

(A- to A+) *Exceptional performance: strong evidence of original thinking; good organization; capacity to analyze and synthesize; superior grasp of subject matter with sound critical evaluations; evidence of extensive knowledge base.*

(B- to B+) *Competent performance: evidence of grasp of subject matter; some evidence of critical capacity and analytic ability; reasonable understanding of relevant issues; evidence of familiarity with the literature.*

(C to C+) *Adequate performance: understanding of the subject matter; ability to develop solutions to simple problems in the material; acceptable but uninspired work, not seriously faulty but lacking style and vigour.*

(F) Inadequate performance: little or no evidence of understanding of the subject matter; weakness in critical and analytic skills; limited or irrelevant use of the literature.

3. How will faculty appointments and career progress be handled?

- will faculty hiring standards also fall under the "fully consistent" principle, or only for the institution to which they are formally appointed?
- would there be two classes of instructors at GNWC because of differing rules and expectations?

This will also be covered in the aforementioned affiliation agreements. All regular, continuing faculty members would be appointed at one or the other of the GNWC partner institutions – “assignment” to institution being determined by best-fit between the faculty member’s expertise and interests with those of the Host Department. Appointments would be made through the normal institutional appointment processes, augmented at the departmental level by participation from the relevant GNWC Program Committee, and applying all normal institutional criteria for faculty appointment. There may indeed be differences among the salaries and employment policies for faculty members, but this would be understood explicitly at the start and reflected in each person’s appointment letter.

- will UBC be compensated for seconded faculty time?
- how will balance be struck between GNWC programs and general "UBC" responsibilities?

For any joint degree program covered by this proposed Governance structure, each institution’s “Host Department(s)” would be compensated by the GNWC for faculty salaries and benefits via that institution’s normal budgetary processes. Time commitments for teaching, research and service would be the subject of the specific appointment letter, with the expectation that primary teaching responsibilities would be in course instruction and student project supervision at the GNWC.

Great Northern Way Campus

Academic Governance and Administration of Degree Programs

Purpose

The purpose of this document is to provide description of the principles of academic governance proposed for programs at the Great Northern Way Campus (GNWC) and the administrative mechanisms proposed for their implementation. The institutional context and history of the GNWC are provided to assist readers.

Background

In 2001, four major post-secondary institutions joined together to establish the Great Northern Way Campus (GNWC) in Vancouver. The British Columbia Institute of Technology, the Emily Carr Institute, Simon Fraser University and the University of British Columbia are jointly co-owners of the 8.9-hectare parcel of land on Great Northern Way, located between Clark Drive and Main Street.

The GNWC institutions are committed to work together, in concert with Provincial and Federal governments, the City of Vancouver, industry and other entities, to build a unique, integrated centre of excellence in teaching/learning, research and entrepreneurship, with program and collaborative research opportunities not available on any one campus.

In 2003, the Senates and Education Councils of the four GNWC institutions considered and approved in principle the Great Northern Way Campus Academic Vision document (with caveats, in one case, about the due diligence required prior to participation in GNWC programs). In 2004, the Academic Planning Committee of the GNWC completed the first Strategic Academic Plan which identified the following program areas for initial development: Urban Sustainability, Transforming Arts + Culture, and Digital Media. It also discussed the range of options for program development, governance and implementation.

Over the last two years, significant progress has been made in each of these three areas. Briefly:

Urban Sustainability: UBC is about to break ground on the Campus for the construction of the Centre for Interactive Research on Sustainability, which will house activities of all four GNWC partners. The Learning City Group has offered a number of courses in urban sustainability; courses jointly designed and taught and were “officially” hosted by one of the GNWC partner institutions.

Transforming Arts + Culture: The former Finning welding shop has been converted into a Black Box Studio, which provides a venue for artists to explore the boundaries of their crafts. It has housed a range of activities and art installations; it served as the centerpiece of “Earth: the World Urban Festival” the official arts and culture festival of the World Urban Forum June 21-25, 2006, bringing artists from around the globe to Vancouver to share their stories and experiences, and help build awareness of the role of art in creating livable, sustainable and vibrant cities.

Digital Media: In fall 2005, after completing three feasibility studies, the GNWC decided to proceed with the offering of a joint master’s program in Digital Media with the strong support and collaboration of the local new media industry cluster, represented by New Media BC. In February 2006, in response to a joint request from the GNWC and New Media BC, the BC Government provided a substantial grant to facilitate the offering of the program and the construction of a building at the GNWC to house it, as part of a planned major centre.

As noted above, to date academic programming has been in the form of individual courses hosted by one or the other of the partner institutions. The GNWC administration facilitated the registration and transfer credit for students from the other three institutions and, in some cases, funds were transferred among the institutions to cover costs of instruction. Some modest support was provided by the GNWC itself.

This delivery method is inadequate for the offering of full academic degree programs, and considerable time and effort have been dedicated to development of a workable approach for their initial governance, administration and delivery. The following description, in outline form (for now), is presented for consideration. It is recognized that as faculty members and other employees are appointed and as students are enrolled, the decision-making structures will need to evolve in order to include mechanisms for their participation.

Structure

The four GNWC partner institutions are signatories of the Shareholder Agreement under which they are jointly responsible for major decisions about the Campus, including acquisition and disposition of capital property and appointments to the Board of Directors.

The GNWC Board of Directors comprises three senior representatives from each of the four GNWC partners, the GNWC President and up to three “external” members. The Board’s Academic Committee comprises the four GNWC institutions’ Vice Presidents, Academic (or equivalent) and one other person from each of the four partner institutions, plus the GNWC President, the Chair of the GNWC Board and external members. The Academic Committee has responsibility for the establishment and maintenance of the highest academic standards for GNWC programs. Its approval is prerequisite to seeking the approvals of the Senates and Education Councils of the partner institutions for GNWC academic programs.

The Academic Committee and Board of the GNWC recommend the following guidelines for offering of programs at the Great Northern Way Campus:

For each Program initiative, a Program Steering Committee will be established; it will report to the Academic Committee. It will have faculty representatives from each of the GNWC institutions, student representatives and external member(s). Each Steering Committee will have responsibility for the operation of its program and thus will serve in a role similar to that of an academic department. The Director of each program will be responsible to the Academic Committee for all matters related to academic content.

Credentialing

The Great Northern Way Campus will not be an autonomous degree granting institution and Provincial base (FTE) funding is not anticipated. Rather, GNWC degrees will be conferred by virtue of the credentialing authority of the four GNWC partner institutions. Recruiting information, websites, transcripts, degree parchments and similar materials will carry the crests of all four partner institutions. Program establishment will require approval by the Senates or Education Councils of the four institutions, consistent with their established procedures. Approvals by the institutions will also be required for substantial changes to the program.

Status of the Director and Faculty Members

Each program's Director will be its academic and administrative leader. Appointment may be at a host institution or may be made under contract to GNWC; in the latter case, it is expected that the Director will be appointed as an adjunct professor at one or more of the GNWC institutions. In either case, appointment will be subject to approval by the GNWC Academic Committee and Board. All regular continuing faculty members in the program will be appointed at one or the other of the four GNWC institutions, following its normal appointment procedures, with input from the program Director. The institution of appointment for each position will be determined by the GNWC Academic Committee. Faculty members will be seconded to the GNWC program and housed at the GNWC, with the expectation of involvement also with the institution at which they are formally appointed - for example, via graduate supervision and/or service on committees. Infrastructure support for research will be provided by the GNWC. It is expected that regular faculty members at the GNWC institutions will wish to be associated with GNWC programs and their participation will be welcomed.

Student Status

Students will be housed physically and administratively at the Great Northern Way Campus. The Campus will take full responsibility for recruitment, admission, registration, fee collection, advising and provision of other services. This will involve creation of a full GNWC policy framework to govern academic matters (admission, grades, etc.), financial matters (fees, etc.), and student conduct (integrity, harassment, etc.). The principles underlying the GNWC policies will be fully consistent with the relevant policies of the four GNWC partner institutions. For essential and appropriate services that cannot be provided by the GNWC, arrangements will be made to offer them to GNWC students through contract services with any of the GNWC institutions, or other appropriate parties.

Staff Status

Recruitment, appointment, supervision and all other human resource aspects of relationships with other program employees - including administrative, professional, technical and clerical staff - will be accomplished via contracts with the GNWC. This will involve creation of a full GNWC policy framework to govern workplace matters including appointment, compensation and conduct.

Conclusion

It is hoped that this proposal will receive approval by the four GNWC partner institutions and that this exciting, unique opportunity at inter-institutional, multi-sector collaboration can proceed to fulfill its potential.

THE UNIVERSITY OF BRITISH COLUMBIA



October 5, 2006

Enrolment Services
Senate & Curriculum Services
Brock Hall
2016-1874 East Mall
Vancouver, BC V6T 1Z1

Memo to: Vancouver Senate
From: Admissions Committee
Re: Calendar Changes on Admission Items

The Admissions Committee recommends:

That Senate approve the admissions Calendar changes as listed.

- a. Change to Admission requirements for the Bachelor of Commerce program commencing in September 2007 for College/University transfer students (including UBC students transferring faculties). (approval) (circulated)

The Admissions Committee recommends that Senate approve the change to Admission requirements commencing in September 2007 for the Bachelor of Commerce program for College/University transfer students (including UBC students transferring faculties).

- b. Change to Admission requirements commencing in September 2008 for the Bachelor of Commerce program for BC College Commerce Transfer Programs .(approval) (circulated)

The Admissions Committee recommends that Senate approve the change to Admission requirements commencing in September 2008 for the Bachelor of Commerce program for BC College Commerce Transfer Programs.

Respectfully submitted,

Dr. James Berger, Chair
Senate Admissions Committee



UBC Curriculum Proposal Form Change to Course or Program

Category: (1 or 2)

Faculty: COMM Department: Faculty Approval Date: Effective Session: For students applying to transfer into Year 3 of the Bachelor of Commerce program for September 2008	Date: September 6, 2006 Contact Person: Katriona MacDonald Phone: 2-9216 Email: Katriona.macdonald@sauder.ubc.ca
Proposed Calendar Entry: BC College Commerce Transfer Programs For students applying to transfer into Year 3 of the Bachelor of Commerce Program for September 2008: Students who have completed second year Commerce at a college offering a transfer program to UBC's Bachelor of Commerce program are eligible to be considered for admission to third year. Students must have completed a minimum of 54 transferable credits including the following UBC courses: <ul style="list-style-type: none">• all first year requirements including ENGL 112 (Arts One or a Coordinated Arts Program satisfying the Faculty of Arts English requirement is acceptable) with a minimum grade of 60%; ECON 101 and 102; MATH 104; and 15 — 18 credits of electives (electives must not include any Business or Statistics courses), and• five of the seven following second year required core courses: COMM 290, 291, 292, 293, 294, 295, 298; no more than one of COMM 391, 392 and 396 may substitute for one of the second year Commerce courses. Applicants must complete the required courses listed above by the document	URL: http://www.students.ubc.ca/calendar/index.cfm?tree=12,199,295,131 Present Calendar Entry: BC College Commerce Transfer Programs Students who have completed second-year Commerce at a college offering a transfer program to UBC's Bachelor of Commerce program are eligible to be considered for admission to third-year. Students must have completed 54 transferable credits with a minimum grade point average of 2.00 on a 4-point scale. Attainment of the minimum prescribed requirement means only that the applicant is eligible for selection but does not provide assurance of admission. Admission to Year 3 of the Bachelor of Commerce program will be based on academic performance and overall records of leadership and accomplishment. Successful applicants are motivated and focused, actively participate in extracurricular activities, and demonstrate leadership potential and teamwork skills. Type of Action: Change Rationale: To make admission requirements consistent with curriculum changes approved by Senate on April 20, 2005. When you have supporting documents for Category 1 proposals, please label each document with the course



<p>deadline of June 30.</p> <p>Admission to Year 3 of the Bachelor of Commerce program will be based on academic performance and overall records of leadership and accomplishment. Successful applicants are motivated and focused, actively participate in extracurricular activities, and demonstrate leadership potential and teamwork skills.</p> <p>Detailed information on admission and grade point average requirements are available on the Sauder School of Business website (www.sauder.ubc.ca/bcom/admissions/index.cfm).</p>	<p>number or the name of the program being proposed.</p>
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UBC Curriculum Proposal Form Change to Course or Program

Category: (1 or 2)

Faculty: COMM Department: Faculty Approval Date: Effective Session: For students applying to transfer into the Bachelor of Commerce Program for September 2007	Date: September 6, 2006 Contact Person: Katriona MacDonald Phone: 2-9216 Email: Katriona.macdonald@sauder.ubc.ca
Proposed Calendar Entry: College/University Transfer Students (including UBC students transferring faculties) For students applying to transfer into Year 2 of the Bachelor of Commerce Program for September, 2007: Students who have completed a minimum of 27 transferable credits at an accredited post-secondary institution are eligible to be considered for admission to second year of the Bachelor of Commerce program. Students must have completed the following UBC courses (or their equivalents): ENGL 112 (Arts One or a Coordinated Arts Program satisfying the Faculty of Arts English requirement is acceptable) with a minimum grade of 60%; ECON 101 and 102; MATH 104; and 15 – 18 credits of electives. Electives must not include any business courses. Statistics courses will be included in the admission average; however, they will not count toward the Bachelor of Commerce program. Applicants to the Bachelor of Commerce program are required to complete all core courses in English, Economics, and Mathematics, as these are prerequisites to most second year courses. Applicants must complete the required courses listed above by the document deadline of June 30. Admission to Year 2 of the Bachelor of Commerce program is based on academic performance and overall records of leadership and accomplishment. Successful applicants are motivated and focused, actively participate in extracurricular activities, and demonstrate leadership potential and teamwork skills.	URL: http://www.students.ubc.ca/calendar/index.cfm?tree=12.199.295.131 Present Calendar Entry: College/University Transfer Students (including UBC students transferring faculties) Students who have completed 27 transferable credits (with a minimum grade point average of 2.00 on a 4-point scale) at an accredited post-secondary institution are eligible to be considered for admission to second year of the Bachelor of Commerce program. Students must have completed the following UBC courses (or their equivalents): ENGL 112 plus one of ENGL 110, 111, 120, 121 (Arts One or a minimum of 16 credits of the Foundations program is acceptable) with a minimum grade of 60% on each English course; ECON 101 and 102; MATH 104 and MATH 105; and 9 — 12 credits of electives. Electives must not include any business courses. Statistics courses will be included in the admission average; however, they will not count toward the Bachelor of Commerce program. Applicants to the Bachelor of Commerce program are required to complete all core courses in English, Economics, and Mathematics, as these are prerequisites to most second year courses. Students must complete all core courses by the document deadline of June 30. Admission to Year 2 of the Bachelor of Commerce program is based on academic performance and overall records of leadership and accomplishment. Successful applicants are motivated and focused, actively participate in extracurricular activities, and demonstrate leadership potential and teamwork skills.



<p>Detailed information on admission and grade point average requirements are available on the Sauder School of Business website (www.sauder.ubc.ca/bcom/admissions/index.cfm).</p>	<p>Type of Action: Change</p> <p>Rationale: To make admission requirements consistent with curriculum changes approved by Senate on April 20, 2005.</p> <p>When you have supporting documents for Category 1 proposals please label each document with the course number, or the name of the program, being proposed.</p>
<p>Proposed Calendar Entry:</p> <p>BC College Commerce Transfer Programs</p> <p>For students applying to transfer into Year 3 of the Bachelor of Commerce Program for September 2007:</p> <p>Students who have completed second year Commerce at a college offering a transfer program to UBC's Bachelor of Commerce program are eligible to be considered for admission to third year. Students must have completed a minimum of 54 transferable credits including the following UBC courses:</p> <ul style="list-style-type: none"> • all first year requirements including ENGL 112 plus one of ENGL 110, 111, 120, 121 (Arts One or a Coordinated Arts Program satisfying the Faculty of Arts English requirement is acceptable) with a minimum grade of 60% on each English course; ECON 101 and 102; MATH 104 and MATH 105; and 9 — 12 credits of electives (electives must not include any Business or Statistics courses), and • five of the seven following second year required core courses: COMM 290, 291, 292, 293, 294, 295, 298; no more than one of COMM 391, 392 and 396 may substitute for one of the second year Commerce courses. 	<p>URL: http://www.students.ubc.ca/calendar/index.cfm?tree=12,199,295,131</p> <p>Present Calendar Entry:</p> <p>BC College Commerce Transfer Programs</p> <p>Students who have completed second-year Commerce at a college offering a transfer program to UBC's Bachelor of Commerce program are eligible to be considered for admission to third-year. Students must have completed 54 transferable credits with a minimum grade point average of 2.00 on a 4-point scale. Attainment of the minimum prescribed requirement means only that the applicant is eligible for selection but does not provide assurance of admission.</p> <p>Admission to Year 3 of the Bachelor of Commerce program will be based on academic performance and overall records of leadership and accomplishment. Successful applicants are motivated and focused, actively participate in extracurricular activities, and demonstrate leadership potential and teamwork skills.</p> <p>Type of Action: Change</p> <p>Rationale: To make admission requirements consistent with curriculum changes approved by Senate on April 20, 2005.</p> <p>When you have supporting documents for Category 1</p>



Applicants must complete the required courses listed above by the document deadline of June 30.

Admission to Year 3 of the Bachelor of Commerce program will be based on academic performance and overall records of leadership and accomplishment. Successful applicants are motivated and focused, actively participate in extracurricular activities, and demonstrate leadership potential and teamwork skills.

Detailed information on admission and grade point average requirements are available on the Sauder School of Business website (www.sauder.ubc.ca/bcom/admissions/index.cfm).

proposals, please label each document with the course number or the name of the program being proposed.

THE UNIVERSITY OF BRITISH COLUMBIA



Enrolment Services
Senate and Curriculum Services
1874 – 2016 East Mall
Vancouver, BC
V6T 1Z1

October 6, 2006

To: Vancouver Senate

From: Agenda Committee

Subject: Communication between the Senate and the Board of Governors

Senators may already be aware that the Senate Secretariat forwards certain items approved by Senate at each meeting to the Board of Governors for approval. The Agenda Committee has prepared this report for the information of Senators.

Current Process

Items approved by Senate that require Board of Governors approval include such matters as new and changed curriculum, the establishment or renaming of academic units, and the establishment of chairs. For a complete list of Senate items that require approval by the Board of Governors, Senators may consult the *University Act*, Sections 37 (1) (i), (o), (r), and 38.

Following Senate approval, the Senate Secretariat sends copies of these items to the Office of the Vice-President Academic for inclusion on a Board of Governors meeting agenda. Soon after Board approval, the Secretary to the Board of Governors sends a letter of confirmation to the Senate Secretariat, and the Secretariat places a list of approved items on the following Senate meeting agenda to confirm final approval.

Enhancements to the Current Process

Some enhancements to this process have been suggested to the Secretariat. Given current procedures and timelines, Senators are not always informed in a timely manner about the status of items sent to the Board. In fact, the scheduling of meetings of Senate the Board of Governors is such that the notification back to Senate may take several months after Senate's initial approval of an item. The approval status of an item during this interim period is often unclear. For cases such as new programs, when Board approval is a prerequisite for submission to the provincial government for approval, this delay causes notable academic hardship for the Faculty or Faculties concerned.

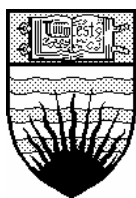
Proposed Process

Accordingly, the Senate Agenda Committee has considered the matter and has requested that the Senate Secretariat to adopt the following procedures:

1. That the Secretariat forward to the Secretary of the Board, copied to the Office of the Vice-President, Academic & Provost, all items requiring Board approval. Under the University Act, the Board must receive the Senate materials within ten days of Senate approval.
2. That the Secretariat recommend to the Secretary to the Board that Senate items be presented to the Board as reports from the Senate, rather than as reports from the Vice President Academic, and that communication about the approval status of these items take place between the Board and Senate secretariats.
3. That the Secretariat request that the Secretary to the Board convey to the Secretariat the scheduling of the Board's consideration of all items brought to it by the Senate, and continue the practice of conveying to the Secretariat the disposition of all Senate items immediately following these decisions.
4. That the Senate Secretariat request the Secretary to the Board of Governors to seek all routine Senate business to be considered by the Board of Governors using the Board's established "approval by consent" procedure, which would see materials circulated to Board members independently of Board meeting agendas, and thus expedite the approval process.

cc Mrs. Nina Robinson, Secretary, Board of Governors
 Ms. Charlotte Passmore, Office of the Vice-President, Academic & Provost

THE UNIVERSITY OF BRITISH COLUMBIA



November 1, 2006

ENROLMENT SERVICES

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To: Senate
From: Nominating Committee

Re: Appointment of Senators to the Council of Senates

Senators have been canvassed for nominations and volunteers to serve on the Council of Senates. Several faculty members and one student have agreed to stand. As such, the Nominating Committee recommends the following to Senate:

"That the following Standing Committee appointments be made:

Committee	Senator
Council of Senates Vancouver Representative Committee One	Dr Perry Adebar
Council of Senates Vancouver Representative Committee Two	Dr George Bluman
Council of Senates Vancouver Representative Committee Three	Dr Sue Grayston
Council of Senates Vancouver Representative Committee Four	Ms Gina Eom

And;

That these appointments made are until the conclusion of this Senate (August 31 2008), except in the case of Ms Eom, whose appointment is until March 31 2007, and are made with the understanding that should one of the above persons cease to be a member of Senate, he or she will be replaced on the relevant Committee by Senate at its earliest convenience.

Senators are reminded that despite the terms set above, Senators do serve on their Committees until a successor is appointed in accordance with Section 34 of the *Rules and Procedures of Senate*.

At this time, no nominee or volunteer has emerged from the cohort of deans on Senate. The Nominating Committee renews its call for a dean to volunteer or nominate one of his or her colleagues. A recommendation on how to proceed to fill this position will be made at the November 2006 meeting of Senate.

THE UNIVERSITY OF BRITISH COLUMBIA



Enrolment Services
Senate & Curriculum
Services
Brock Hall
2016-1874 East Mall
Vancouver, BC V6T 1Z1

October 5, 2006

Memo to: Vancouver Senate

From: Tributes Committee

Re: Regalia Colours for the Bachelor of Business in Real Estate

Graduates of other undergraduate programs in the Faculty of Commerce and Business Administration wear a hood with light grey lining with a black and grey cord. Keeping the same colour hood will maintain the connection between the graduates of the Bachelor of Commerce and the Bachelor of Business in Real Estate while the different colour cord will signify the uniqueness of the degree.

The Senate Tributes Committee recommends:

That Senate approves the regalia colours for the Bachelor of Business in Real Estate (BBRE) as:

Hood: light grey

Cord: black and red

Respectfully submitted,

Sally Thorne
Chair
Tributes Committee