

**SENATE MEETING  
PUBLIC SESSION  
MINUTES**

September 12, 2007  
3:30 – 5:30 PM

Room 6-205/211 Conference Centre - Prince George Campus

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**Present:**

A. Michalos, D. Cozzetto, J. Randall, B. McGill, A. Nussbaumer, D. Macknak, D. Hemingway, J. Holler, H. Li, J. Safaei Boroojeny, S. Wagner, D. Casperson, B. Ellis, J. Hyndman, E. Jensen, J. Li, M. Mandy, E. Rapaport, E. Annis, D. Kimmie, T. Knudsen, S. Rennebohm, H. Samadi, D. Tasa, E. Kinghorn, M. Thomson, D. Nyce

**Regrets:**

E. Owen-Williams, C. Opio, A. Espíritu, H. Giroday, H. Domshy, B. Simard

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The meeting commenced at 3:30 p.m.

**1.0 S-200709.01**

**Approval of the Agenda**

Mandy / Michalos

That the Agenda for the September 12, 2007 Public Session of Senate be approved, with the following addition:

Agenda item 8.2 — Selection Procedures for Dean of Teaching, Learning & Technology

CARRIED.

Senator Mandy asked for an update regarding two items arising from the minutes, the budget and the revisions to the graduate academic calendar reflecting the changes to the Office of Graduate Programs. D. Cozzetto indicated he would provide an update regarding the budget under his report, and K. Kielly indicated that the changes to the graduate academic calendar were in the process of being revised.

**2.0 Approval of Senate Public Session Minutes**

**S-200709.02**

**Approval of Minutes of June 21, 2007**

Hemingway / McGill

That the Minutes of the June 21, 2007 Public Session of Senate be approved as presented.

MOTION WITHDRAWN.

Senator Mandy indicated that having the text of calendar changes included in the minutes is useful, and requested that the practice be continued. In light of this request, it was suggested that the minutes be

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postponed to the next meeting of Senate so that the requested information could be included in the minutes.

**Motion to postpone:**

Mandy / Hyndman

That Senate motions S-200709.02, S-200709.03, and S-200709.04 be postponed.

CARRIED.

Thus, the motion to approve the minutes of June 21, 2007 was withdrawn.

**Action:** C. Myers to revise the minutes of June 21, 2007, June 13, 2007, and May 9, 2007, to include the text from calendar changes, and to put the minutes on the agenda for the Senate meeting of October 10, 2007.

**S-200709.03**

**Approval of Minutes of June 13, 2007**

That the Minutes of the June 13, 2007 Public Session of Senate be approved as presented.

**S-200709.04**

**Approval of Minutes of May 9, 2007**

That the Minutes of the May 9, 2007 Public Session of Senate be approved as presented.

**3.0 Business Arising from Previous Minutes of Senate**

**3.1 Nomination and Election of Tenured Faculty Senator (Alternate) to the University Promotion and Tenure Committee (no material) H. Li**

That nominations be opened, and if necessary, an election held, for membership of a tenured Faculty Senator (alternate) on the University Promotion and Tenure Committee, to replace Senator Beeler, for a term of office of two years, beginning October 1, 2007.

Effective date: October 1, 2007

Senator Li called for nominations for this position, and none were forthcoming. It was suggested that, since new faculty Senators would be joining Senate shortly, this item be left on the agenda.

**Action:** C. Myers to retain this item on the agenda for the October 10, 2007 Senate meeting.

**4.0 President's Report Cozzetto**

The President provided a brief update on the budget, and noted that a full report would be provided at the October Senate meeting, once the enrolment data had been finalized after the add-drop date of September 17, 2007. He indicated that the enrolment numbers look positive, and that he wanted to publicly thank those who had worked so diligently to make this happen.

With regard to the implementation of Phase II of the Academic Visioning Initiative, the President mentioned that this would be very important work for Senate, which would set the groundwork for future academic programs and structure. He added that he was excitedly anticipating the work to come out of the AVI committees, and that anything he could do to support the process he would be happy to do if asked.

Several questions were asked of the President with regard to the enrolment figures in general, to which the President replied. He indicated that he anticipated head counts to be slightly higher than last year's numbers, with FTE's being level with last year or perhaps slightly lower than last year.

Senator Hyndman expressed concern that several graduate students had been unable to register as the result of the registration packages sitting in the Office of the Registrar. Dr. Hartley, Associate Dean of Graduate Programs, indicated that there was currently a backlog in the Office of the Registrar, which had been impacted by the extended admission deadline. The Registrar added that staff members were

working long hours to address the backlog, and that the current process creates barriers for students, which she was discussing with the Associate Dean of Graduate Programs with a view to improving the process for graduate students. Senator Hemingway expressed thanks that these issues were being addressed, and added that it would be helpful to ensure that those taking on-line courses were registered first, as they were unable to begin their courses online unless registered. K. Kielly thanked Senator Hemingway for the suggestion.

## 5.0 Report of the Provost

Randall

### 5.1 Academic Visioning Initiative Implementation – Update

The Provost indicated that, partly because of position vacancies, the committees didn't meet over the summer, but because the deliberations of these committees are important, he was of the opinion that it would be a disservice to require them to report to Senate in January in accordance with their terms of reference. He thus suggested an extension of the reporting requirement to, perhaps, January, 2008. Dr. Randall outlined the role of the Academic Alignment Working Group, and added that the committees would determine on their own how to best seek input from Senators and stakeholders.

The Provost provided an update regarding the search for the Vice-Provost, Research and Graduate Programs, and noted that a call for nominations e-mail for membership on the committee would be distributed to faculty Senators shortly.

Dr. Randall reported that the Aboriginal Service Plan had been prepared, after receipt of a draft report by an external consultant, and the plan was to be submitted by September 28. He added that the intent of the service plan was to increase the number of Aboriginal learners in the post-secondary system, and to retain those students, goals that fit nicely with what UNBC is already doing quite well. Senator Hemingway asked whether there would be an opportunity for the Programs to review the plan, and Dean Madak indicated that the deadline was tight, but the final proposal would be placed on the website. Dean Madak added that the criteria required for the proposal were rigid, but that the First Nations Centre and First Nations Studies Program had provided input.

Senator Mandy asked whether a motion was in order to change the reporting date for the AVI Committees, and the Provost indicated that, perhaps a better approach would be to meet with the committees first to determine what an appropriate deadline would be, and report back to Senate in this regard at the October Senate meeting.

## 6.0 Question Period

It was questioned whether the policy on the UNBC website regarding the naming of buildings was current, and if so, whether all requests for naming of buildings had been forwarded to the Senate Committee on Honorary Degrees and Other Forms of Special Recognition in accordance with the policy. Dr. Cozzetto replied that, as far as he was aware, they had. Dean Randall indicated that the provincial government had recently issued new guidelines for naming, and suggested it would be useful to review those guidelines in relation to the current UNBC policy.

<b>Action:</b>	C. Myers to add "Naming Guidelines and Policy" to the agenda for the October 10, 2007 Senate meeting.
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A question was raised regarding how the use of UNBC only e-mail addresses had been working, as cases had come to light of e-mail, which was sent from one UNBC address to another UNBC address, being forwarded to junk mail folders. Dr. Cozzetto suggested that this question be referred to the ITS department for an answer. Dr. Randall indicated that perhaps this had more to do with the subject heading than the e-mail address, but agreed that it should be forwarded to ITS for response.

<b>Action:</b>	C. Myers to forward this question to the ITS department for response.
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It was requested that a report on faculty hiring and buyouts be provided, including how many faculty members had been hired in place of those who had chosen to leave the University. Dr. Randall responded that he could provide a report at the next meeting of Senate, but indicated that the University was still in a transition period in this regard, and that it was like attempting to pin down a moving target. He added that he didn't anticipate a "Phase II" buyout, and that decisions taken with regard to filling vacant positions were being done strategically, depending upon the need to fill the position.

The allocation of the graduate student funding received from the provincial government was questioned, particularly the number of teaching assistantships, as the Senator making the query had heard that there were fewer teaching assistantships available this year than in previous years. Dean McGill responded with regard to the situation in the College of Science and Management, stating that the budget for teaching assistantships was not changed, and the funding was allocated according to enrolment and past usage, but that demand for teaching assistantships had increased. The Office of Research and Graduate Programs agreed to provide a report at the next meeting of Senate.

With regard to possibly extending the reporting deadline for the AVI committees, it was suggested that perhaps an interim report could be made, to alleviate fears of faculty, Programs, and students with regard to the possibility that majors will be reduced. The Provost agreed that these concerns should be kept in mind, and encouraged that people with these concerns express them to the AVI committees so they can be taken into consideration. He added that any elimination of majors that might occur wouldn't necessarily lead to elimination of positions, as realignment or amalgamation of Programs was another possibility. He also noted that any University is required to review the Programs they offer from time to time, and that unlimited expansion was unrealistic.

It was asked how the estimate of faculty buyouts had decreased from approximately 30 to 10 in a 6-month period, and requested that, when the budget was presented in October, figures related to a 1% increment in enrolment, and how that related to what could be funded in terms of faculty, be included. It was also asked that, during the budget report, information be provided to explain how the University got from a position of having to deal with a \$6 million budget shortfall over a three-year period to where it is now, given the decreased estimate of faculty buyouts required.

## **7.0 Committee Reports:**

### **7.1 Senate Committee on Academic Policy and Planning**

**Randall**

#### **S-200709.05**

##### **Amendment of Course Numbering System in Undergraduate Calendar**

Randall / Rapaport

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the Course Numbering system be amended in the 2007-2008 Undergraduate Calendar to expand the definition of courses available at the 500 level (page 168 of the current academic calendar refers).

Effective date: September 2007

CARRIED.

Details of the approved calendar change are as follows (deleted text indicated by ~~strikethrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

Course Number – indicates discipline and level of study (100-299 for lower division, 300-499 for upper division, 500 for honours level and post-baccalaureate courses).

#### **S-200709.06**

##### **Calendar Description Change — Co-operative Education Work Term Semesters**

Randall / Hyndman

That, on the recommendation of the Senate Committee on Academic Policy and Planning, under the general heading "Co-operative Education" on page 68 of the 2007 - 2008 undergraduate calendar, the fourth section under the heading "Admission to the Program" be revised to read "three" rather than "four" work term semesters.

Effective date: September 2007

CARRIED.

Details of the approved calendar change are as follows (deleted text indicated by ~~striketrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

Students are normally required to successfully complete ~~four~~ three work term semesters.

**S-200709.07**

**Calendar Description Change — Change to Cumulative Grade Point Average in Co-operative Education “Admission to the Program” Section**

Randall / Casperson

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the section under Co-operative Education on page 68 of the 2007 – 2008 Undergraduate calendar under the heading “Admission to the Program” be amended by changing the minimum cumulative grade point average from 2.75 to 2.5 as presented.

Effective date: September 2007

CARRIED.

Details of the approved calendar change are as follows (deleted text indicated by ~~striketrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

Intake into the Co-operative Education program occurs in the Fall Semester. Students planning to enter the Co-op program should attend information sessions held during the first month of classes and contact the UNBC Co-op office as early as possible.

To qualify and continue in the Co-operative Education option of their degree, a student must:

- participate in an entry interview
- be enrolled full time (9 credit hours)
- participate in Co-operative Education Pre-employment Workshops
- have a minimum cumulative grade point average of ~~2.75~~ 2.50 with normally no grade lower than “D”.
- have completed 30 credit hours before beginning the first Co-op Education work term semester

**S-200709.08**

**Calendar Description Change — Change to Cumulative Grade Point Average In Co-operative Education Section**

Randall / Ellis

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the section listed “Co-operative Education” on page 179 of the 2007 – 2008 Undergraduate calendar be amended by changing the “minimum GPA” from 2.75 to 2.5, as presented.

Effective date: September 2007

CARRIED.

Details of the approved calendar change are as follows (deleted text indicated by ~~striketrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

Unless otherwise stated, the prerequisites for all Co-op Education courses are: acceptance into Co-operative Education, declaration of academic program major, completion of 30 credit hours or permission of the relevant Co-op Coordinators and Program Chair. Minimum GPA ~~2.75~~ 2.50.

An Executive Summary of the proposed revisions to the Post-Baccalaureate Diploma Program (Curriculum and Instructional Studies) was included for information.

**S-200709.09**

**New Program Approval — Post-Baccalaureate Diploma Program (Curriculum and Instructional Studies)**

Randall / Michalos

That, on the recommendation of the Senate Committee on Academic Policy and Planning, a Post-Baccalaureate Diploma be approved and added to the calendar as specified.

Effective date: January 2008

CARRIED.

Several questions were posed with regard to this proposed diploma, which were addressed by Professor Willow Brown. It was questioned which of the courses corresponded to existing undergraduate or graduate courses, in terms of being taught in conjunction with them. Professor Brown replied that, although several of the diploma courses did match existing courses, she expected the different course levels (undergraduate, diploma, and graduate) to target different groups of students. Dean Madak mentioned that possible preclusions in relation to the undergraduate courses should be examined. Professor Brown also reported that, although EDUC 546 was shown in the proposal, that course was delayed in coming to Senate because it was being reviewed by the Senate Committee on First Nations and Aboriginal Peoples prior to being forwarded to the Senate Committee on Academic Policy and Planning.

Motions S-200709.10 to S-200709.32 were dealt with as an omnibus motion.

**S-200709.10**

**New Course Approval — EDUC 500-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 500-3 Teacher Leadership be approved as proposed.

Semester of first offering: January 2008

CARRIED.

**S-200709.11**

**New Course Approval — EDUC 501-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 501-3 Action Research in Schools and Classrooms be approved as proposed.

Semester of first offering: January 2008

CARRIED.

**S-200709.12**

**New Course Approval — EDUC 502-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 502-3 Interpretation and Application of Educational Research be approved as proposed.

Semester of first offering: January 2008

CARRIED.

**S-200709.13**

**New Course Approval — EDUC 504-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 504-3 Instructional Leadership for Cooperating Teachers be approved as proposed.

Semester of first offering: January 2008

CARRIED.

**S-200709.14**

**New Course Approval — EDUC 521-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 521-3 Classroom Assessment Practices be approved as proposed.

Semester of first offering: January 2008

CARRIED.

**S-200709.15**

**New Course Approval — EDUC 523-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 523-3 Teaching for Social Responsibility be approved as proposed.

Semester of first offering: January 2008

CARRIED.

**S-200709.16**

**New Course Approval — EDUC 528-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 528-3 Numeracy Strategies for Struggling Learners be approved as proposed.

Semester of first offering: January 2008

CARRIED.

**S-200709.17**

**New Course Approval — EDUC 531-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 531-3 Educational Applications of Computer Technology be approved as proposed.

Semester of first offering: January 2008

CARRIED.

**S-200709.18**

**New Course Approval — EDUC 533-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 533-3 Human Development: Implications for Education be approved as proposed.

Semester of first offering: January 2008

CARRIED.

**S-200709.19**

**New Course Approval — EDUC 534-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 534-3 Achievement Motivation be approved as proposed.

Semester of first offering: January 2008

CARRIED.

**S-200709.20**

**New Course Approval — EDUC 535-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 535-3 Learning & Diversity: Inclusive Classrooms be approved as proposed.

Semester of first offering: January 2008

CARRIED.

**S-200709.21**

**New Course Approval — EDUC 541-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 541-3 Principles of Instruction be approved as proposed.

Semester of first offering: January 2008

CARRIED.

**S-200709.22**

**New Course Approval — EDUC 551-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 551-3 Mathematics Education be approved as proposed.

Semester of first offering: January 2008

CARRIED.

**S-200709.23**

**New Course Approval — EDUC 552-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 552-3 Science Education be approved as proposed.

Semester of first offering: January 2008

CARRIED.

**S-200709.24**

**New Course Approval — EDUC 553-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 553-3 Social Studies Education be approved as proposed.

Semester of first offering: January 2008

CARRIED.

**S-200709.25**

**New Course Approval — EDUC 554-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 554-3 Literacy Strategies for Struggling Learners be approved as proposed.

Semester of first offering: January 2008

CARRIED.



**S-200709.26**

**New Course Approval — EDUC 558-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 558-3 Language Arts Education be approved as proposed.

Semester of first offering: January 2008

CARRIED.

**S-200709.27**

**New Course Approval — EDUC 559-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 559-3 Second Language Instruction be approved as proposed.

Semester of first offering: January 2008

CARRIED.

**S-200709.28**

**New Course Approval — EDUC 580-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 580-3 Visual Arts Across the Curriculum be approved as proposed.

Semester of first offering: January 2008

CARRIED.

**S-200709.29**

**New Course Approval — EDUC 581-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 581-3 Performing Arts Across the Curriculum be approved as proposed.

Semester of first offering: January 2008

CARRIED.

**S-200709.30**

**New Course Approval — EDUC 592-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 592-3 Special Topics be approved as proposed.

Semester of first offering: January 2008

CARRIED.

**S-200709.31**

**New Course Approval — EDUC 593-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 593-3 Directed Readings be approved as proposed.

Semester of first offering: January 2008

CARRIED.

**S-200709.32**

**New Course Approval — EDUC 594-3**

Randall / Mandy

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course EDUC 594-3 Self-Directed Professional Development be approved as proposed.

Semester of first offering: January 2008

CARRIED.

### **To Senate for Information:**

Report from the Senate Committee on Academic Policy and Planning Regarding the SCAPP and SCRGS Continuing Studies Credit Committee (CSCC)

Senator Macknak provided background information regarding this report. He indicated that the process of approving the courses hadn't been without issue, as the CSCC had to move quickly to approve the initial batch of courses, which was quite large, and added that he hoped to refine the process. Several questions, concerns, and suggestions were raised by Senators. First, there was no indication in the report of where FTE's were to be assigned. The Provost responded that that step hadn't yet been taken, and it would have to be determined how that information would be recorded and reported to majors and Programs. Second, an objection was raised to some courses that require Christian practice, and it was suggested that a policy be created to address this. Third, it was asked how expertise was identified for consultation purposes in creating new courses, as it was possible that people might be experts in a given field without anyone necessarily being aware of that fact. Senator Macknak responded that a better method was required for advertising the courses in order to solicit input from those with expertise in the field. Fourth, it was suggested that the course letters be more generic so it doesn't appear that the courses are assigned to a particular UNBC Program. Fifth, it was asked whether prorated funding was provided to the Library to provide support for courses in disciplinary areas not currently existing at UNBC. Continuing Studies Manager, Randall Brazzoni, responded that the students taking many of these courses don't pay supplementary University fees, so should not expect the same level of service, but regardless, the Provost added that it was his understanding that funds were allocated in the specific courses for supporting materials. It was questioned how music appreciation related to the Teacher Qualification Service, and Senator Macknak responded that it resulted in an increase. Given Senator Macknak's response, it was reiterated that the level of library support provided for these courses be examined.

The Provost reported that the President had been called away to a meeting unexpectedly, and thus assumed the Chair.

## **7.2 Senate Committee on Research and Graduate Studies**

**Thring**

An Executive Summary of the proposed changes to the Nursing Program was included for information.

Motions S-200709.33 to S-200709.35 were dealt with as an omnibus motion.

### **S-200709.33**

#### **New Course Approval — NURS 652-6**

Thring / Annis

That, upon the recommendation of the Senate Committee on Research and Graduate Studies, the new course NURS 652-6 Chronic Disease Management, Palliative Care and Wound Care be approved as proposed.

Semester of first offering: September 2007

CARRIED.

### **S-200709.34**

#### **New Course Approval — NURS 653-3**

Thring / Annis

That, upon the recommendation of the Senate Committee on Research and Graduate Studies, the new course NURS 653-3 Nursing Practice with Older Persons be approved as proposed.

Semester of first offering: September 2007

CARRIED.

**S-200709.35**

**New Course Approval — NURS 656-3**

Thring / Annis

That, upon the recommendation of the Senate Committee on Research and Graduate Studies, the new course NURS 656-3 Mental Health and Addictions be approved as proposed.

Semester of first offering: September 2007

CARRIED.

**7.3 Senate Committee on Scholarships and Bursaries**

**Jensen**

Motions S-200709.36 to S-200709.38 were dealt with as an omnibus motion.

**S-200709.36**

**New Terms and Conditions — Phil Bodman Memorial Bursary**

Jensen / Wagner

That, on the recommendation of the Senate Committee on Scholarships and Bursaries, the new Terms and Conditions for the Phil Bodman Memorial Bursary be approved as proposed.

Effective date: September 2007

CARRIED.

**S-200709.37**

**New Terms and Conditions — Chamber Anniversary Awards**

Jensen / Wagner

That, on the recommendation of the Senate Committee on Scholarships and Bursaries, the new Terms and Conditions for the Chamber Anniversary Awards be approved as proposed.

Effective date: September 2007

CARRIED.

**S-200709.38**

**New Terms and Conditions — Sam Ketchum Memorial Scholarship**

Jensen / Wagner

That, on the recommendation of the Senate Committee on Scholarships and Bursaries, the new Terms and Conditions for the Sam Ketchum Memorial Scholarship be approved as proposed.

Effective date: September 2007

CARRIED.

**S-200709.39**

**Revised Terms and Conditions — Eleanor (Elly) Alaska-Lee Johnsen Foundation Scholarship**

Jensen / Rapaport

That, on the recommendation of the Senate Committee on Scholarships and Bursaries, the revisions to the Terms and Conditions for the Eleanor (Elly) Alaska-Lee Johnsen Foundation Scholarship be approved as proposed.

Effective date: September 2007

CARRIED.

It was questioned whether the value for this award conformed to the Canadian Interuniversity Sport (CIS) requirements. After some discussion, and noting that books were not part of the CIS criteria, it was moved and seconded that the value be amended to "tuition plus fees to a maximum of \$5,000."

**S-200709.39A**

**Change to Value for the Eleanor (Elly) Alaska-Lee Johnsen Foundation Scholarship**

Mandy / Rapaport

That the value for the Eleanor (Elly) Alaska-Lee Johnsen Foundation Scholarship be changed from "\$5,000" to "tuition plus fees to a maximum of \$5,000."

CARRIED.

Details of the approved calendar change, including the amendment, are as follows (deleted text indicated by ~~strike through~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

**Value:** ~~\$2,500~~ Tuition plus fees to a maximum of \$5,000

**Number:** ~~Two, one in September and one in January~~ One

**S-200709.40**

**Revised Terms and Conditions — Steadman Family Matching Grant**

Jensen / Wagner

That, on the recommendation of the Senate Committee on Scholarships and Bursaries, the revisions to the Terms and Conditions for the Steadman Family Matching Grant be approved as proposed.

Effective date: September 2007

CARRIED.

Details of the approved calendar change are as follows (deleted text indicated by ~~strike through~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

**Award Type:** ~~Scholarship~~ Bursary

**Criteria:** ~~Demonstrated financial need and academic proficiency.~~

**S-200709.41**

**Proposed \$10,000 Ceiling on Graduate Student Award Recipients**

Jensen / Annis

That, on the recommendation of the Senate Committee on Scholarships and Bursaries, the Graduate Award recipients may receive one or more UNBC administered awards but to a maximum ceiling of \$10,000 in an academic year.

Effective date: September 2007

Concern was expressed about creating a ceiling, and that if a ceiling was going to be created, that perhaps \$10,000 was too low. The concern was countered with the statement that the intent of this motion was to ensure that graduate funding was available to all eligible students. In addition, it was suggested that the word “administered” be changed to “financed” in the motion, to make it clear that this motion did not pertain to external funding agencies, funds for which could possibly be administered by UNBC.

**Friendly Amendment:**

Casperson / Annis

That the word “administered” be changed to “financed” in Senate motion S-200709.41.

CARRIED.

**Motion as Amended:**

Jensen / Annis

That, on the recommendation of the Senate Committee on Scholarships and Bursaries, the Graduate Award recipients may receive one or more UNBC financed awards but to a maximum ceiling of \$10,000 in an academic year.

Effective date: September 2007

CARRIED.

**7.4 Senate Committee on Nominations**

**H. Li**

**S-200709.42**

**Membership Changes to Senate Committees (no material)**

Li / Thomson

That, on the recommendation of the Senate Committee on Nominations, the following candidates, who have met all eligibility requirements to serve on the following Senate committees, and barring further nominations, be approved as proposed.

CARRIED.

**SENATE COMMITTEE AND POSITION TO BE FILLED**

**CANDIDATE**

**Senate Committee on Nominations**

Faculty Senator (to January 31, 2009)

Matthew Reid

**Senate Committee on Academic Appeals**

Faculty Member – Professional Program (to January 31, 2010)

Josee Lavoie

**Senate Committee on Academic Policy and Planning**

Faculty Member – CASHS (to January 31, 2010)

Kyle Matsuba

**Senate Committee on Research and Graduate Studies**

Faculty Member – Professional Program (to January 31, 2010)

Lantana Usman

**Senate Committee on Student Discipline Appeals**

Faculty Senator (to January 31, 2010)

Matthew Reid

**To Senate for Information**

**Elected by acclamation to Senate by CSAM Faculty:**

Faculty Senator (to fill balance of Senator Mandy's term to January 31, 2008,  
and for a 3-year term ending January 31, 2011)

Matthew Reid

**7.5 Steering Committee of Senate**

**Cozzetto**

**S-200709.43**

**Revisions to Senate Handbook**

Randall / Ellis

That, upon the recommendation of the Steering Committee of Senate, the revisions to the Senate Handbook be approved, with revisions as noted.

Effective date: Immediately upon approval by Senate

CARRIED.

**Motion:**

Mandy / Hyndman

That the statement "The requirement that they be Lay Senators effectively restricts these Senators to members of the Alumni Association" be struck from Section 3(e)(iv).

CARRIED.

**Motion:**

Mandy / Casperson

That the phrase "appropriate unit" be retained, and the proposed addition of the word "College" be struck from Section 3(l)(i).

CARRIED.

**Motion:**

Casperson / Hyndman

That the phrase "from a College" be struck from Section 3(l)(ii).

CARRIED.

**Motion:**

Casperson / Hyndman

That the proposed statement "When the second Wednesday of the month is a holiday or during a final exam week, the meeting shall be held on the next available Wednesday, except during the month of December," in Section 3(s)(i)(a) be changed to read "When the second Wednesday of the month is a holiday or during a final exam period of the January semester, the meeting shall be held on the next available Wednesday."

CARRIED.

**Motion:**

Hyndman / Rapaport

That the phrase "and other experts, both within and beyond the University," be added after the word "Chairs" in the second bullet under the heading "Terms of Reference" for the SCAPP and SCRGs Continuing Studies Credit Committee (CSCC).

CARRIED.

**Motion:**

Macknak / Rapaport

That the second College Dean and the Associate Dean of Graduate Programs be added to the membership of the Senate Committee on Regional Policy and Inter-Institutional Relations (SCRPIIR).

CARRIED.

It was asked that the Steering Committee of Senate look at the category of "Lay Senator" and "Lay Regional Senator" to determine if clarity can be provided in terms of those two categories of Senators.

**Action:** C. Myers to add this item to the agenda for the next meeting of the Steering Committee of Senate.

It was questioned why it had not been proposed that the Dean of Teaching, Learning and Technology be added to Senate or any Senate committees, and a request was made that the Steering Committee of Senate examine placing that Dean on Senate committees.

**Action:** C. Myers to add this item to the agenda for the next meeting of the Steering Committee of Senate.

Concern was expressed over the proposed changes to the Senate Committee on Scholarships and Bursaries, given there was currently no Executive Director, and that several motions put forward in recent months from the committee were problematic. In response, it was expressed that failing to approve the proposed changes to this committee would result in the continued delay of the approval of funding opportunities for UNBC, a severe disadvantage to UNBC in the increasingly competitive post-secondary environment.

**Motion:**

Mandy / Casperson

That the existing wording for the terms of reference for the Senate Committee on Scholarships and Bursaries be retained, except for the proposed revisions related to the administrative restructuring and the proposed changes to the Faculty Senators.

DEFEATED.

**8.0 Other Business**

Senator Wagner noted that this was Senator Mandy's final meeting of Senate, and commended her for her longstanding service to the UNBC Senate, appreciation which was echoed by other Senators.

**8.1 Report of the Registrar**

**Kielly**

As the Registrar had to depart the Senate meeting at 5:15 p.m., the Acting Registrar, Ms. S. McKenzie, reported that the Office of the Registrar was in the process of recruiting for the position of Calendar Editor, and that the online calendars, which were currently out of date, would be the first order of business to be completed once the position was filled.

**8.1.1 Membership of the SCAPP and SCRGs Subcommittee on Curriculum and Calendar (SCCC), reported in accordance with the Senate Handbook Terms of Reference for the SCCC (no material):**

Provost (ex officio)	James Randall
Registrar	Kathy Kielly
Faculty Senator, designate of Dean of CASHS	Vacant
Faculty Senator, designate of Dean of CSAM	Jennifer Hyndman
Faculty Senator, designate of Associate Dean of Graduate Programs	Matthew Reid
Designate of the University Librarian	Joanne Matthews

**8.2 Selection Procedures for Dean of Teaching, Learning & Technology**

The proposed terms of reference and membership for this search committee were distributed to Senators.

**S-200709.43A**

**Approval of the Selection Procedures for the Dean of Teaching, Learning and Technology**

Randall / Hyndman

That the proposed terms of reference and membership of the Selection Committee for the position of Dean of Teaching, Learning and Technology be approved.

CARRIED.

It was questioned whether the task listed in the terms of reference, "to review the position of the Dean of Teaching, Learning and Technology," could be construed as needing to decide whether or not the position should be retained, and the Provost responded that it could be. Following up on that question, it was asked whether creating a search committee did not necessarily mean that a search would be conducted, and again the Provost responded that that was his understanding. He added that, if it was decided that a search was required, that could not be done without first approving a procedure for doing so.

**Motion:**

Hyndman / Mandy

That the Director of the Centre for Teaching, Learning and Technology be added to the selection committee membership.

CARRIED.

**Motion:**

McGill / Casperson

That the President be removed from the search committee membership.

CARRIED.

**9.0 Information**

**9.1 Thank you letter to Senate from Dr. M. Watanabe, UNBC Honorary Degree recipient**

This letter was provided to Senators for information.

**10.0 S-200709.44**

**Adjournment**

Mandy / Casperson

That the Senate meeting be adjourned.

The meeting ended at 6:45 p.m.