

**SENATE MEETING  
PUBLIC SESSION  
MINUTES**

March 23, 2011  
3:30 – 5:30 PM  
Room 7-172 Bentley Centre

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**Present:**

O. Adegbite, E. Annis, M. Archie, G. Ashoughian, S. Beeler, S. Bennett, T. Binnema, R. Brouwer, C. Carriere, D. Casperson, C. Chasteauneuf, L. Chen, M. Dale, J. DeGrace (Secretary of Senate), S. Déry, H. Donker, G. Fondahl, M. Green, W. Haque, I. Hartley, M. Hatcher, R. Hoffman, K. Hutchings (Vice Chair), G. Iwama (Chair), E. Jensen, E. Kim, M. Kizhakkeniyil, R. Lazenby, J. Li, D. Macknak, C. Myers (Recording), D. Nyce, C. O'Callaghan, M. Reid, R. Robinson, D. Ryan, J. Van Barneveld, S. Wagner

**Regrets:**

D. Leighton-Stephens, S. McKenzie, J. Young, S. Zahir

**Absent:**

J. Alec, A. Dayanandan, I. Uche-Ezeala

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The meeting commenced at 3:30 p.m.

**1.0 S-201103.01**

**Approval of the Agenda**

Déry / Reid

That the Agenda for the March 23, 2011 Public Session of Senate be approved as presented.

CARRIED.

**2.0 President's Report**

**Iwama**

Dr. Iwama asked that, on the suggestion of a Senator, Senators participate in a minute of silence for the victims of the earthquake and tsunami in Japan. Senators were in agreement with this request. After the minute of silence, Dr. Iwama thanked UNBC faculty members and students for their efforts to support the people in Japan through this tragedy.

Dr. Iwama reported that UNBC had released ten videos on YouTube, highlighting life at UNBC. He added that posters containing QR codes have been posted in the hallways from which students can access information about UNBC.

The President indicated that the provincial government has reverted to having one Ministry responsible for post-secondary education, and that the new Minister is the Honourable Naomi Yamamoto, who would be visiting the campus on Tuesday. He added that both MLAs from Prince George remain on cabinet. The Wood Innovation and Design Centre remains in the portfolio of the Honourable Pat Bell and he has indicated that the University should expect an April submission to the Treasury Board in this regard.

Discussions between UNBC and Northern Health have been ongoing, and since the Memorandum of Agreement was signed a few months ago, a brown-bag lunch series has begun, the parties have discussed creating a Health Innovations Commons involving UNBC, Northern Health, and citizens, and research collaborations continue.

Dr. Iwama concluded his report with the information that the Senate-Board Liaison Committee met and have moved toward holding the joint meeting the day after Convocation. They will report to Senate with further clarity in the near future.

### **3.0 Report of the Provost**

**Dale**

Regarding the search for a new Registrar, Dr. Dale reported that the committee planned to short-list candidates by the first week in April and conduct interviews by mid-April. He also reported that the Physical Therapy Program had been approved by the Ministry, and would be offered in conjunction with the University of British Columbia. Finally, Dr. Dale presented a chart regarding course offerings at UNBC over the past ten years (attached to these minutes as "Appendix I"), noting that the number of courses listed had continued to rise while the number of courses offered and registered in had remained fairly constant. Thus, a working group of the Senate Committee on Academic Policy and Planning (SCAPP) would be presenting some recommendations at the next SCAPP meeting with regard to letting go of courses that have not been offered in some time.

Dr. Iwama expressed his thanks to Senators who were attending their last meeting of Senate.

### **4.0 Question Period**

Dr. Dale was asked when the first cohort of Physical Therapy students would begin taking courses, and he responded that, formally, it would be September 2012 but he was looking to identify whether there might be a way to informally begin in September 2011.

A Senator expressed surprise at the fact that some courses had been cancelled during the visit from Rick Mercer, and Dr. Iwama responded that there was no directive or suggestion from Administration in this regard and that academics are the University's prime mandate.

A Senator asked whether Senate was receiving the same documentation as the board of Governors will receive with regard to the budget. Dr. Iwama replied that Senate was seeing the draft budget prior to it going to the Board for approval, the Board would receive documentation for consideration, and if the budget is approved by the Board, a Town Hall meeting will be held the following Monday.

### **5.0 Presentation — 2011-2012 Proposed Budget**

**Bray**

Prior to Ms. Bray's presentation, Dr. Iwama expressed his thanks for the manner in which finances are administered at UNBC, because the careful attention and approach used puts the University in a good situation coming out of the recession. He added that the government has kept our grant flat but not reduced it, and although our situation is not dire, we need to be prudent.

Ms. Bray presented a number of slides related to the budget (attached to these minutes as "Appendix II"), in which she outlined priorities and noted that because there was no increase expected in the grant from the provincial government over the next three years, the only way new initiatives can be launched is by reallocation of existing funds. She also indicated that enrolment numbers continue to decrease in relation to target numbers, and have since 2004. Thus, it had been decided that the budget, which was balanced, would be based on the assumption that there would be no growth in enrolment. Ms. Bray explained that any decrease in enrolment may be offset by new advertising campaigns taking place in Vancouver, Calgary, and Toronto. She was of the view that the planned initiatives would demonstrate to the government that UNBC has a viable plan in place to address enrolment concerns. Finally, with regard to the \$3.8 million in critical needs identified, the University is unable to address any of these requests at this time, but may be able to do so if there is any budget surplus once year-end numbers become clear in mid-May. She added that decisions with regard to critical needs requests will be communicated after they have been made.

## 6.0 Committee Reports

### 6.1 Senate Committee on the University Budget

Donker

#### “For Information” Items:

##### **SCUB20110322.01**

##### **2011 Annual Report from the Senate Committee on the University Budget**

That the 2011 Annual Report from the Senate Committee on the University Budget be approved and forwarded to Senate for information.

Dr. Donker, Chair of the Senate Committee on the University Budget, outlined the report from the committee. He expressed appreciation for having received all the documentation the committee requested. He noted that the committee had two major concerns, namely the flat grant from the province and decreased enrolment. He added, however, that the University has responded with the Action Plan, Strategic Investment Funds for international recruitment, the hiring of the Assistant Provost, and an advertising campaign, which he suggested was an excellent beginning to addressing this concern.

The committee had several recommendations. First, it was suggested that, because enrolments were not decreasing in all areas, the University determine where they want to move forward and establish a comprehensive approach by reallocating funds to areas where growth might be attained, such as renewable energy. It was also suggested that more coherence between the budget and Action Plan be sought, that budget holders be apprised of the decisions and process at higher levels, that a more student-friendly environment (such as automated application and registration systems) be developed for graduate students, and that international partnerships continue to be fostered and that our web presence internationally be improved. Furthermore, Dr. Donker noted that the committee recommended that transparency in the budget process continue to be developed, and commented that the planned Town Hall meeting was a good step in this regard. He also suggested that the budget process be undertaken earlier than November or December, and that Senate be provided with information on how critical needs requests were prioritized once the decisions have been made. Finally, he indicated that the committee had recommended that the University look into obtaining private funding to support teaching and research.

Dr. Iwama thanked the committee for their work and their report, and responded that he agreed it would be useful to get an earlier start on budget planning and preparation. He also reiterated that communication will be forthcoming about what has been funded from the critical needs requests. In response to the report Dr. Iwama mentioned that he and the Vice Presidents were working on an expression of their visions going forward, that the Wood Innovation and Design Centre, Northern Health, and other opportunities represent their interests, and that he would like to share a draft of this document for consideration. He also noted that with regard to year-end funds that might become available, he had asked the Provost and Deans for assistance in addressing structural issues that could be addressed quickly and easily, and welcomed input in this regard.

A Senator expressed that in previous years it seemed that Senate had been provided with more budget information than they had this year, and asked SCUB whether they had seen all the budget information, to which Dr. Donker replied that they had. It was questioned whether the Bioenergy Facility should not result in utility cost-savings, and Dr. Iwama and Ms. Bray responded that this was not yet known. The wisdom of raising tuition fees while attempting to recruit students was questioned and Dr. Iwama responded that all institutions in BC were increasing tuition fees. The impact of Continuing Studies courses on the budget was questioned, and Ms. Smith responded that enrolment from Continuing Studies courses for credit had prevented the enrolment numbers from decreasing further than they might have. Mr. Macknak added that there were fewer students taking non-credit courses through Continuing Studies, and Ms. Bray reminded Senators that funding for Continuing Studies was from the ancillary budget, not the operating budget.

It was asked what the impact would be to the budget if the provincial government began funding UNBC at its actual rather than targeted enrolment, and Dr. Donker replied approximately \$5 million dollars. The Senator followed up by asking if there was a contingency plan in place for this possibility, and Ms. Bray responded that investments in recruitment, marketing, and advertising campaigns were undertaken to address this risk.

A Senator asked whether the regional campuses have been considered for providing professionals with the service they will require in the future, and Dr. Iwama replied that the University is making every attempt to address this, and pointed to the proposed new Engineering programs as an example. The Senator responded that UNBC has an opportunity to be on the leading edge of assisting professionals with training and development. Dr. Iwama agreed that this was an important point.

A Senator expressed the opinion that UNBC should be engaging in fiscal planning rather than simply budgeting. He added that he has asked over the past several years to see all accounts rather than just the operating budget and expressed frustration over not having received the entirety of the detailed information related to the budget so is unable to provide comment in that regard. Dr. Iwama acknowledged the Senator's frustration, and indicated that he will produce a report from his office regarding the state of the University, which will include the budget, but added that the ability to discuss the budget was limited until the numbers were approved. Others commented that the complete budget detail had been provided in previous years. Ms. Bray asked whether reviewing and commenting on the budget was not the role of the Senate Committee on the University Budget. The Senator responded that it was not clear from the committee's report whether they had seen the budget detail. Dr. Iwama acknowledged the articulated concerns.

## 6.2 Senate Committee on Nominations

Reid

### "For Approval" Items:

#### **S-201103.02**

#### **Membership Changes to Senate and/or Senate Committees**

Reid / Déry

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

Senator Reid, Chair of the Senate Committee on Nominations, asked that the following names be added to the list of proposed candidates:

#### **Senate Committee on Nominations**

Faculty Senator (until March 31, 2012)

Liang Chen

#### **Senate Committee on Academic Appeals**

Faculty Senator — CSAM

(replacing Erik Jensen; until March 31, 2012)

Waqar Haque

#### **SCAPP and SCRGs Subcommittee on Curriculum and Calendar**

Faculty Senator, designate of the Dean of CSAM

(replacing Stephen Déry, until March 31, 2012)

David Casperson

As there were no objections to this request, these names were incorporated into the list.

### **SENATE OR SENATE COMMITTEE POSITION TO BE FILLED** *(except when otherwise noted, all terms begin April 1, 2011)*

### **CANDIDATE**

#### **Steering Committee of Senate**

Student Senator (until March 31, 2012)

Chantal Carriere (Undergraduate) (2<sup>nd</sup> term)

Lay or Regional Senator (until March 31, 2014)

Shelley McKenzie (Lay) (2<sup>nd</sup> term)

#### **Senate Committee on Nominations**

Student Senator (until March 31, 2012)

Geoff Johnson (Graduate)

Faculty Senator (until March 31, 2012)

Andrew Kitchenham

### **Senate Committee on Academic Appeals**

*(all appointments effective April 9, 2011 to ensure continuity for an appeal hearing on April 8)*

Graduate Student Senator (until March 31, 2012)	Corbin Greening
Undergraduate Student Senator (until March 31, 2012)	Marina Hadland
Student Senator (Aboriginal if possible) (until March 31, 2012)	Jonathan Van Barneveld

### **Senate Committee on Admissions and Degrees**

Graduate Student (until March 31, 2012)	Adiba Nitu
Undergraduate Student (until March 31, 2012)	Emily Wale

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

Faculty Senator (until March 31, 2012)	Kristen Guest
Undergraduate Student (until March 31, 2012)	Jeff Kormos (2 <sup>nd</sup> term)
Student Senator (until March 31, 2012)	Czarina Pacaide (Undergraduate)
Regional Senator (until March 31, 2014)	Moira Green (2 <sup>nd</sup> term)

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

Graduate Student — CASHS (until March 31, 2012)	Geoff Johnson
Graduate Student — CSAM (until March 31, 2012)	Titi Kunkel (2 <sup>nd</sup> term)

### **SCAPP and SCRGs Continuing Studies Credit Committee**

Faculty Member — CASHS (until March 31, 2014)	Kristen Guest
Faculty Member — CSAM (until March 31, 2014)	Pranesh Kumar (2 <sup>nd</sup> term)

### **Senate Committee on First Nations and Aboriginal Peoples**

Faculty Senator (until March 31, 2014)	Scott Green
Faculty Senator (until March 31, 2014)	Eleanor Annis (2 <sup>nd</sup> term)
Faculty Member — CASHS (until March 31, 2014)	Tina Fraser
Full-Time Aboriginal Student (until March 31, 2012)	Corbin Greening (Graduate)

### **Senate Committee on Honorary Degrees and Other Forms of Special Recognition**

Student Senator (until March 31, 2012)	Emily Wale (Undergraduate)
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### **Senate Committee on Regional Policy and Inter-Institutional Relations**

Faculty Senator (CSAM) (until March 31, 2014)	Brent Murray
Student Senator (until March 31, 2012)	Chantal Carriere (2 <sup>nd</sup> term)

### **Senate Committee on Scholarships and Bursaries**

Faculty Senator — CASHS (until March 31, 2014)	Colin Chasteauneuf (2 <sup>nd</sup> term)
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Graduate Student  
Student Senator

Adiba Nitu  
Marina Hadland (Undergraduate)

**Senate Committee on the University Budget**

Faculty Senator — CASHS (until March 31, 2014)  
Faculty Senator — CSAM (until March 31, 2014)  
Undergraduate Student (until March 31, 2012)  
Student Senator (until March 31, 2012)

Ajit Dayanandan (2<sup>nd</sup> term)  
Balbinder Deo  
Garrett Dobson (2<sup>nd</sup> term)  
Jake Edwards (Undergraduate)

**Senate Committee on Student Discipline Appeals**

Undergraduate Student (until March 31, 2012)

Jeff Kormos (2<sup>nd</sup> term)

Senator Reid called for further nominations three times, and in the absence of further nominations, the motion was CARRIED and all candidates were appointed as proposed.

**7.0 S-201103.03**

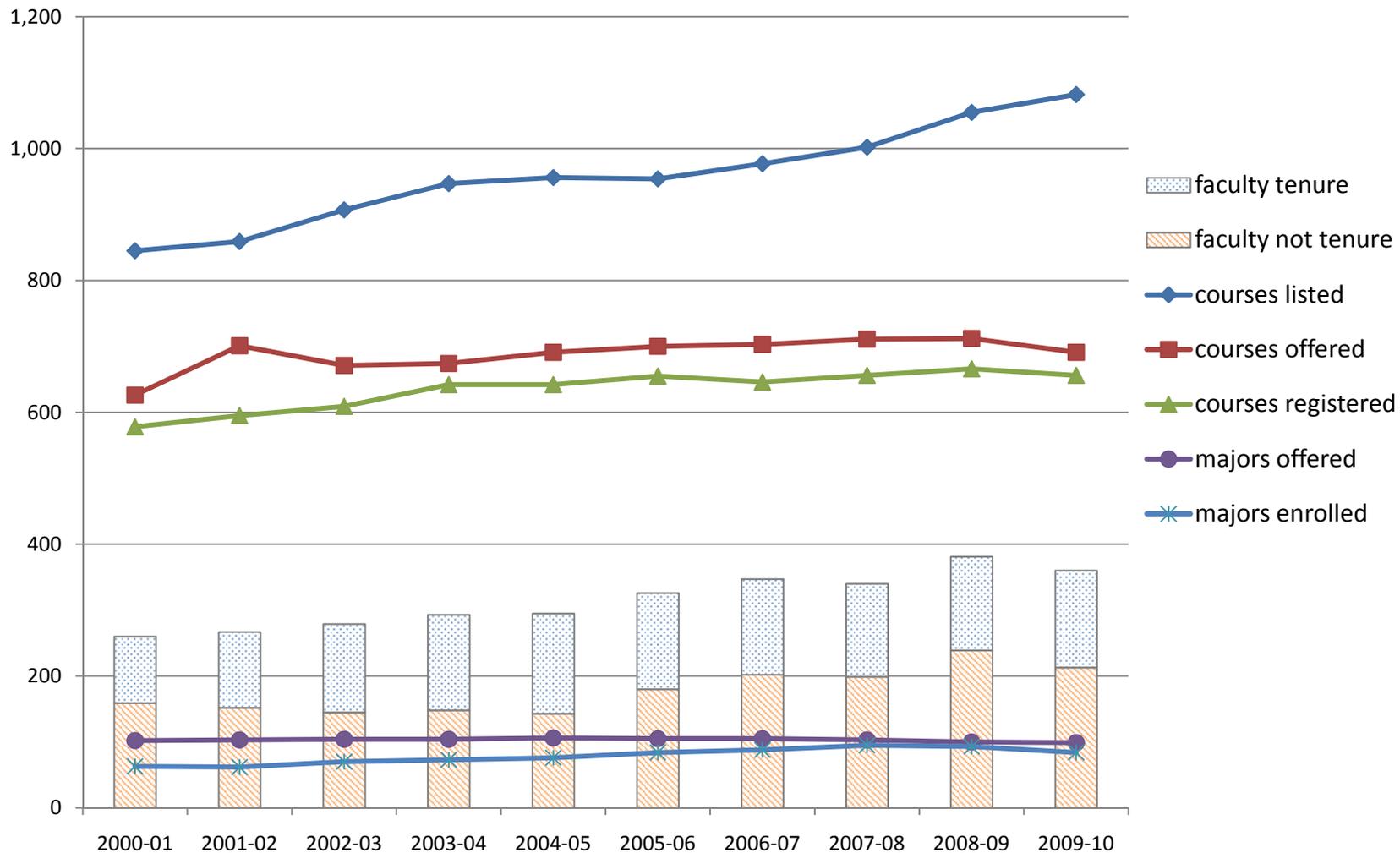
**Adjournment**

Annis / Donker

That the Senate meeting be adjourned.  
CARRIED.

The meeting ended at 4:55 p.m.

### Undergraduate Academic number each academic year



# Proposed 2011/12 UNBC General Operating Budget April 1, 2011 – March 31, 2012

Presentation to Senate  
March 23, 2011

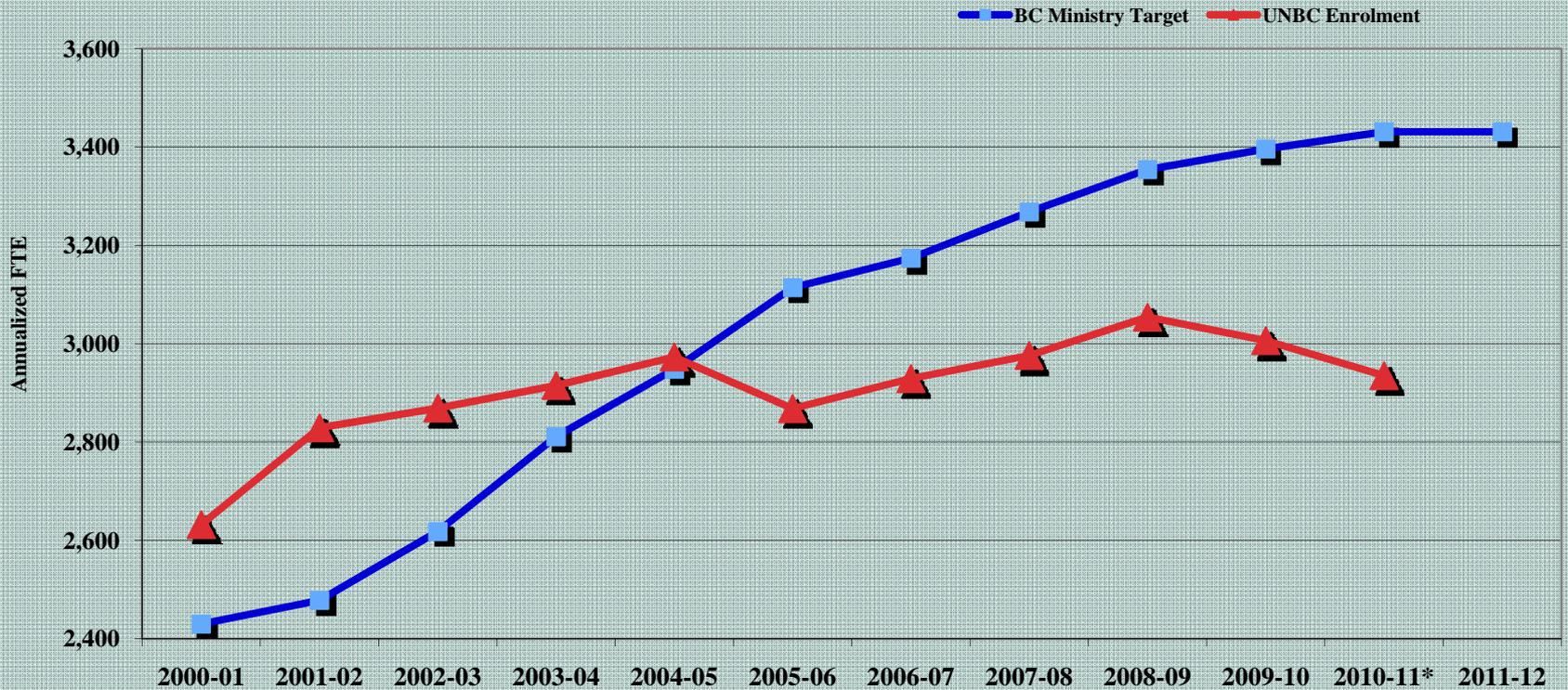
# *Proposed 2011/12 General Operating Budget*

- **Priority** – Stability
- **Priority** – Domestic Undergraduate enrolment
- **Priority** – Secure Provincial operating grant

# *Proposed 2011/12 General Operating Budget*

- PEC began discussions faced with ~\$200,000 deficit
- NO increase to Provincial operating grant
- Enrolment situation continuing to decline
  - Lower than budgeted tuition revenues
  - Risk losing a portion of Provincial operating grant

## Annualized FTE Comparisons: BC Ministry Targets Compared to UNBC Enrolments\*



\*2010-11 estimated final numbers; audited data available  
May 2011

# *Proposed 2011/12 General Operating Budget*

## Outcome of budget discussions

- A balanced budget for 2011-12 that includes:
  - Conservative revenue projections
  - Inflationary increases for utilities
  - PTR/CDI
  - Inflationary increases for library acquisitions
  - Inflationary increases for software licensing
  - No additional/new positions funded from operating
  - Addressed only structural funding deficiencies

# *Proposed 2011/12 General Operating Budget*

**Stability** - balanced budget for the next fiscal year

# *Proposed 2011/12 General Operating Budget*

## **Domestic Undergraduate Enrolment**

- recruitment plan**
- marketing, social media, videos**
- transit advertising**
- Assistant Provost coordinating activities**

# *Proposed 2011/12 General Operating Budget*

- **Secure Provincial Operating Grant**
- Demonstrate to government a plan to address enrolment issues

# *Proposed 2011/12 General Operating Budget*

- Successful recruitment and marketing initiatives will result in:
  - Increased revenue for future growth and institutional priorities
  - Protection of Provincial operating grant at current level

Anticipate minimum 18-24 months before results of activities become known

# *Proposed 2011/12 General Operating Budget*

## **In Addition:**

**Requests of approximately \$3.8 million received during budget process**

**PEC will address one time requests with year end surplus**

**Year end results will not be known until mid-May 2011**

# *Proposed 2011/12 General Operating Budget*

**Requests will be prioritized by PEC**

**Allocations will be based on institutional  
priorities**

**Communication of funded proposals**

**Full budget document will be posted on the  
Finance webpage on Monday, after it has been  
approved by the Board of Governors**