UNBC UNIVERSITY OF NORTHERN BRITISH COLUMBIA

SENATE MEETING
PUBLIC SESSION
MINUTES

September 28, 2011
3:30 – 5:30 PM
Room 7-172 Bentley Centre

Present:
M. Archie, G. Ashoughian, S. Beeler, C. Carriere, D. Casperson, C. Chasteauneuf, L. Chen, M. Dale (Acting Chair), A. Dayanandan, B. Deo, J. Edwards, M. Green, S. Green, C. Greening, K. Guest, M. Hadland, L. Handfield, T. Hanschen (Secretary of Senate), W. Haque, I. Hartley, K. Hutchings (Vice Chair), G. Johnson, A. Kitchenham, R. Lazenby, J. Li, J. MacDonald, D. Macknak, S. McKenzie, B. Murray, C. Myers (Recording), A. Nitu, D. Nyce, C. O'Callaghan, C. Pacaide, D. Ryan, S. Wagner, E. Wale, J. Young

Regrets:
E. Annis, R. Brouwer, G. Fondahl, G. Iwama (Chair), E. Jensen, D. Leighton-Stephens, R. Robinson, P. Sanborn, J. Van Barneveld

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The meeting commenced at 3:35 p.m. Mr. Hanschen announced that, in the absence of the Chair and Vice Chair of Senate, Dr. Dale had been appointed the Acting Chair for this meeting of Senate.

1.0 **S-201109.01**
Approval of the Agenda
Kitchenham / Chasteauneuf
That the agenda for the September 28, 2011 Public Session of Senate be approved as presented.
CARRIED.

2.0 **S-201109.02**
Approval of Senate Minutes
Young / S. Green
That the minutes of the August 24, 2011 Public Session of Senate be approved as presented.
CARRIED.

3.0 Business Arising from Previous Minutes of Senate

3.1 Elimination Date of Position of Dean of Student Success and Enrolment Management **Iwama**

In the absence of Dr. Iwama, Dr. Dale reported that this information was provided to Senators in their meeting packages.

3.2 MBA courses at Prince George campus **Dale**

Dr. Dale reported that this matter was still under discussion and that he would report to Senate in the near future.

4.0 President's Report **Iwama**

As the President was absent, there was no report.

5.0 Report of the Provost **Dale**

5.1 Report on Bachelor of Fine Arts

Dr. Dale reported that the review of the Bachelor of Fine Arts program was still in progress, and that the committee would report to Senate as soon as their report was complete. There are a number of models that could be used, and the committee is still working out details in this regard.

5.2 Thoughts on New Programs

Dr. Dale provided a presentation (attached to these minutes as "Appendix I") summarizing program development at UNBC. He first discussed undergraduate programs, namely the Engineering (B App Sci): Civil and Mechanical, Fine Arts, Legal Studies / LLB, Occupational Therapy / Speech Pathology, and Kinesiology. Dr. Dale noted that the Engineering programs had been approved in principle, and that different models had been discussed. With regard to the Fine Arts, Dr. Dale stated that the current BFA model is not successful, and there is a committee looking at alternatives which will report to Senate in the near future. He added that it was possible that the partnership with Emily Carr University would be retained with a revised agreement between the two institutions. A report from the committee reviewing the BFA will be coming to Senate in the near future. Dr. Dale spoke about the potential for a Legal Studies or LLB program, which would focus on training individuals for legal work relevant to northern BC, such as First Nations issues. UNBC already has some courses that would contribute to such a degree, and Dr. Dale knew of only one other similar program in Canada, which is at Carleton University. There have been discussions regarding Occupational Therapy and Speech Pathology, which Dr. Dale indicated should have been included in the list of graduate, rather than undergraduate, programs. Occupational Therapy has yet to transpire, and although there is a great need for Speech Pathology, it will take money to start a program like this. Kinesiology is a program that would provide a natural lead-in to Physical Therapy, and there may be potential from the 2015 Canada Winter Games to receive legacy funding for such a program.

Regarding graduate programs, Dr. Dale discussed Master's programs (Physical Therapy, M.Engg., MBA, Resource Management, and Collaborative Research) and PhD programs (Education, Business, and broad categories such as Community Studies). With regard to Physical Therapy, Dr. Dale reported that a joint program with UBC has already been approved, with designated seats for northern and rural students. Speaking about the M.Engg. degree, Dr. Dale noted that this degree is different from an MSc, as it is a course-work degree designed for people already having engineering credentials. This program could focus on the initiatives that UNBC is already undertaking, such as energy and wood, for instance, and build on the undergraduate program. A graduate Engineering program would be less expensive than an undergraduate program as there would be no requirement for laboratories. With regard to the MBA, the focus is on creating specialties or providing a broader reach, and partnerships with some other institutions have been discussed for potential expansion. Regarding Resource Management, Dr. Dale stated that, although this program would fit with UNBC's mandate, it would be expensive to mount. Collaborative research is being used as a pilot program in the US at the doctoral level, whereby doctoral students contribute to a joint report instead of writing a thesis. This type of program fits with the culture of interdisciplinarity at UNBC, but would work better at the Master's level here. One benefit of the program would be that it would encourage collaboration, both between students and faculty members.

With regard to PhD programs, Dr. Dale noted that the UNBC Schools of Education and Business had both been contemplating starting doctoral degrees, with partnerships being considered. With regard to degrees incorporating broad categories, such as Community Studies, Dr. Dale noted that UNBC has done much work that is cross-disciplinary in nature, and broad categories could be used to match some of UNBC's established research focuses.

After outlining the potential programs and their status, Dr. Dale stated that there is a difference between receiving funding from the Ministry to launch these programs and having to do so from existing

budgets, which would require reallocations. As a result, he emphasized the following programs as his "best bets" given the current funding situation:

a) Some form of Engineering, although it still requires funding from the Ministry.

b) Physical Therapy — the clinical component is approved already, but expansion will require additional funding.

c) Legal Studies (BA) — some courses contributing to this degree already exist at UNBC, and this program could attract students with a variety of career goals, as there is no similar program in western Canada.

d) Fine Arts (BA) — several models are currently being examined, and the committee reviewing the options regarding a fine arts degree will be reporting to Senate in the near future.

e) Collaborative Research Masters — Dr. Dale indicated that this program was interesting to consider, and that he and Dr. Fondahl would be leading a discussion in this regard at Senate in the near future.

f) PhD in Community Studies — Dr. Dale stated that he liked the idea of this type of program, particularly the fact that it is broad and could therefore involve many academic units.

At the conclusion of his presentation, Dr. Dale invited comments and questions. A Senator asked what criteria Dr. Dale had used in determining his "best bets," and Dr. Dale responded that he had focused on programs that UNBC already has the capacity to deliver without a great deal of additional funding. He also indicated that this list was not intended to rule out any of the other potential programs.

A member of the gallery requested permission to speak and then indicated that she would like to see a Master of Public Administration taken into consideration given that UNBC currently has an undergraduate component in this regard. Dr. Dale replied that he would consider this suggestion.

6.0 Question Period

A Senator asked about the outcomes from the last budget, namely the amount of the end-of-year surplus and one-time funding provided. He stated that Senate had not been apprised of the year-end surplus amount and the items that were funded, although this information had been promised during the budget presentation in March. Another Senator indicated that he would like to see the information broken down into amounts allocated per academic unit. A Senator responded that some information had been circulated, but it was subsequently determined that the report had not been circulated to Senate. Dr. Dale indicated that this information should have been circulated to Senate, and offered to convey the request for the information, to be set out by academic unit and provided to Senate.

Action:	Dr. Dale to request budget information outlining the year-end surplus amount and one-time allocations broken down by unit.

The status of filling the position of Manager of Continuing Studies was questioned, and Dr. Dale responded that the search was in progress.

Fall semester enrolment numbers were requested, as was a report outlining this information, which the Senator making the request indicated had been provided to Senate as a matter of course in previous years. Dr. Dale replied that applications, admissions and headcount had all increased, but FTE remained flat. He added that Senators were welcome to receive a copy of the report that was circulated containing the numbers from September 22, and that although it had not been expected that initiatives to increase enrolment would produce results this quickly, it was a positive sign that applications and such have increased.

Action:	Dr. Dale to provide the enrolment report from September 22 to Senators.

A Senator asked about the cost to the University for funding UNBC's entry into Canadian Interuniversity Sport (CIS), particularly how this would be funded and whether it would be taking away funding from the academic budget. Dr. Dale asked Ms. Smalcel Pederson to respond, and she indicated that the University has committed to having two fulltime soccer coaches, which was a criterion for acceptance into the CIS. Since Canada West has expanded recently, Ms. Smalcel Pederson added that she was not yet aware of the costs because it has not been confirmed where UNBC sports teams will need to travel. She noted that UNBC sports are funded from several sources, including donor funds. The Senator expressed concern that seeking donor funds for sports may detract from potential academic donor funds, and Ms. Smalcel Pederson replied that donors are generally quite targeted with their funding so those who contribute to sports would likely not have contributed to academics. Additionally, she opined that UNBC's inclusion into CIS has heightened the University's profile and will attract new students.

A Senator expressed concern that a display on campus celebrating Teaching Award winners no longer existed. Dr. Dale asked Dr. Owen to respond, and Dr. Owen replied that at least year's Teaching and Learning Conference a plaque containing the names of all Teaching Award winners was unveiled in a public space in the UNBC Library.

A member of the gallery stated that, when the MyTravel contract was funded, she believed there was some funding provided for flights for UNBC's sports teams, and asked whether that funding was still available. Ms. Smalcel Pederson responded that she thought it was, and Dr. Dale indicated that this would be determined and reported to Senate.

Action:	Dr. Dale to find out about funding for sports team flights and provide the information to Senators.

7.0 **S-201109.03**
Approval of Motions on the Consent Agenda
Kitchenham / Ryan
That the motions on the consent agenda, except for those removed for placement on the regular agenda, be approved as presented.
CARRIED.

8.0 Committee Reports

8.1 Senate Committee on Academic Policy and Planning **Dale**

"For Approval" Items:

S-201109.04
Revision to Academic Regulation 49b — Requirement to Withdraw
Jensen / Ryan
That the Senate Committee on Academic Policy and Planning recommend to Senate that the change to the Requirement to Withdraw Section 49b, on page 61 and 62 of the 2011/2012 undergraduate calendar, be approved as proposed.
Proposed start date: January 2012
CARRIED.

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

~~No a~~Academic credit earned at ~~any~~ another post-secondary institution during the requirement to withdraw period ~~of a requirement to withdraw~~ will be considered for transfer to UNBC~~.~~, providing:

i. Courses meet the University's policy on transfer credit
ii. Courses do not duplicate successful or unsuccessful course work previously completed at UNBC

It is recommended that students who are required to withdraw, and plan to return to UNBC at a later date, meet with a Student Advisor to discuss their academic standing and course plan prior to enrolling in courses at another post-secondary institution.

S-201109.05
Approval of Agreement of Cooperation Between the Equipo Peruano de Antropologia Forense (Peru) and the University of Northern BC
Casperson / Lazenby
That the Senate Committee on Academic Policy and Planning recommend to Senate that the agreement of Cooperation between the Equipo Peruano de Antropologia Forense (Peru) and the University of Northern BC be approved as proposed.
Effective date: September 2011

A Senator asked how many of these types of agreements were in place and how they were monitored. Ms. Russell responded that there was one other agreement similar to this one and that she works with faculty members who are involved and ensures that the field schools are running successfully. The Senator stated that, with agreements that are being renewed, Senators receive further details outlining the number of participants and activities that fall under the agreement. Ms. Russell replied that she was required to provide these details to Senate when agreements are presented for renewal, and that a report on the number of agreements currently active could be provided to Senate if required.

CARRIED.

"For Information" Items:

SCAPP201109.05
Approval of 2011 Annual Report
Kitchenham / Ryan
That the 2011 Annual Report (September 1, 2010 to August 31, 2011) from the Senate Committee on Academic Policy and Planning be approved by the Committee and forwarded to Senate for information.
Effective date: September 7, 2011
CARRIED (consent agenda).

8.2 Senate Committee on Research and Graduate Studies — Fondahl / Hartley

In the absence of Senators Fondahl and Hartley, the report from this committee was presented by Dean Ryan.

"For Approval" Items:

Motions S-201109.06 and S-201109.07 were dealt with as an omnibus motion.

S-201109.06
Change to "Graduate Programs Admissions and Regulations" — Addition of Section 1.10 (Admission as a Visiting Research Student)
Deo / Murray
That the Senate Committee on Research and Graduate Studies recommend to Senate that the addition of Section 1.10 to the "Graduate Programs Admissions and Regulations," on page 37 of the 2011/2012 graduate calendar, be approved as proposed.
Effective date: January 2012
CARRIED.

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

1.10 Admission as a Visiting Research Student

Admission to this category is restricted to graduate students covered by the Canadian Graduate Student Research Mobility Agreement or other approved research agreements. A Visiting Research Student must register in the course GRAD 950-0 Visiting Research Student for each semester covered

by the Agreement. Visiting Research Students are not permitted to take other courses at UNBC.

~~1.10~~ 1.11 Misrepresentation of Application Information
Misrepresentation of application information constitutes fraud or misconduct and may result in acceptance and registration being cancelled. The applicant may also be disqualified from consideration,
not only in the year of application, but in all subsequent years. If discovered in a subsequent semester ~~it~~ such representation may result in expulsion from the university.

S-201109.07
New Course Approval — GRAD 950-0
Deo / Murray
That the Senate Committee on Research and Graduate Studies recommend to Senate that the new course GRAD 950-0 Visiting Research Student be approved as proposed.
Proposed semester of first offering: January 2012

Dean Ryan explained that there was a typographical error on this motion form, and that the "X" contained next to "Yes" in Section C ("Relation to Other Program Areas" — "Has this overlap been discussed with the Program concerned?") of the form was incorrect and should be removed.

CARRIED.

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

All Visiting Research Students who are at UNBC under the Canadian Graduate Student Research Mobility Agreement or other approved graduate student research agreements must register in this course. This course may be repeated. Current UNBC graduate students are not eligible to register for this course.

S-201109.08
Changes to "Graduate Programs Admissions and Regulations" — Regulations 4.6 and 7.11 (Degree Completion and Graduation)
Kitchenham / Deo
That the Senate Committee on Research and Graduate Studies recommend to Senate that the changes to the 4.6 Degree Completion and Graduation regulation on page 45 and the changes to the 7.11 Degree Completion and Graduation regulation on page 49 of the 2010/2011 graduate calendar be approved as proposed.
Effective date: September 2011
CARRIED.

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

4.6 Degree Completion and Graduation

4.6.1 The University Senate grants degrees in May each year. Each candidate for a degree must complete an Application for Graduation form and must pay the graduation fee (see Fees Section). Application for Graduation forms are available in the Office of the Registrar or from the website at www.unbc.ca/graduateprograms.

4.6.2 The deadline for completing all requirements for the degree is the final business day in April for Spring graduation.

4.6.3 Students can be considered for the awarding of a degree only when all of the following requirements have been satisfied:

a. Completion of the program of study and meeting the grade point average requirements for the degree.

b. ~~For Master's candidates,~~ ~~s~~Submission of ~~two~~ three final copies of the thesis, or two final copies of the project~~,~~ or practicum report. Regulations governing proper submission are set out in the *Formatting Guidelines For Graduate Dissertations, Theses, Projects & Practicum Reports.* Only the latest version of these instructions is valid. Students should obtain a copy from the Office of Research and Graduate Programs or from the Graduate Programs website at www.unbc.ca/graduateprograms.

c. Signing of the approval pages for the student's thesis, project or other scholarly work by the supervisor.

d. Submission of an Application for Graduation form to the Office of the Registrar and an official degree audit completed by the University.

e. Payment of all outstanding fees. Those students who have outstanding accounts will not receive their degree parchment or be issued transcripts. Students should be aware of the semester fee payment schedule for graduate degrees (see Fees Section).

7.11 Degree Completion and Graduation

7.11.1 The University Senate grants degrees in May of each year. Each candidate for a degree must complete an Application for Graduation form and must pay the graduation fees (see Fees Section). Application for Graduation forms are available in the Office of the Registrar or from the website at www.unbc.ca/graduateprograms.

7.11.2 The deadline for completing all requirements for the degree is the final business day in April for Spring graduation.

7.11.3 Students can be considered for the awarding of a degree only when all of the following requirements have been satisfied:

a. Completion of the program of study and meeting the grade point average requirements for the degree.

b. Submission of ~~two~~ three final copies of the dissertation. Regulations governing proper submission are set out in the *Formatting Guidelines For Graduate Dissertations, Theses, Projects & Practicum Reports.* Only the latest version of these instructions is valid. Students should obtain a copy from the Office of Research and Graduate Programs or from the Graduate Programs website at www.unbc.ca/ graduateprograms.

c. Signing of the approval pages for the student's dissertation by the supervisor.

d. Submission of an Application for Graduation form to the Office of the Registrar and an official degree audit completed by the University.

e. Payment of all outstanding fees. Those students who have outstanding accounts will not receive their degree parchment or be issued transcripts. Students should be aware of the semester fee payment schedule for graduate degrees (see Fees Section). ~~All students must check their fee status with the Graduate Studies Officer at the Office of the Registrar.~~

S-201109.09
Changes to "Graduate Programs Admissions and Regulations" — Heading of Regulation 4.0 (Academic Standards for Master's Degree Programs)
Murray / Deo
That the Senate Committee on Research and Graduate Studies recommend to Senate that the changes to the heading of Regulation 4.0 on page 45 of the 2010/2011 graduate calendar be approved as proposed.
Effective date: September 2011
CARRIED.

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

4.0 ~~Academic Standards for~~ Regulations Governing Master's ~~Degree~~ Programs

S-201109.10
Changes to "Graduate Programs Admissions and Regulations" — Regulation 1.0 (General Admission)
Deo / Jensen
That the Senate Committee on Research and Graduate Studies recommend to Senate that the changes to the 1.0 General Admission regulation on page 37 of the 2010/2011 graduate calendar be approved as proposed.
Effective date: September 2011
CARRIED.

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

1.0 General Admission

Application material is available from the Office of the Registrar or from the website~~,~~ at www.unbc.ca/graduateprograms/. The requirements for admissibility include, but are not limited to: an acceptable academic standing (see 1.3.2); acceptable letters of reference; the availability of a supervisor within the program concerned; and the availability of adequate space and facilities.

All documents submitted to the Office of the Registrar must be in the original language in which they were produced. Documents not produced in the English language must be accompanied by a notarized translation into English. Documents submitted in support of an application become the property of the University of Northern British Columbia and will not subsequently be released.

[Application deadline date information has been organized into a table for clarity]:

Application for Admission Deadline* Dates

	Application Deadline According to Preferred Semester of Entry		
Degree (Alphabetical by subject)	September	January	May
Business Administration (MBA)	February 01	no intake	no intake
Business Administration (MScBA)	February 15	no intake	no intake
Community Health Science (MSc)	February 15	no intake	no intake
Development Economics (MA)	February 15	September 15	no intake
Disability Management (MA)	February 15	no intake	no intake

	Application Deadline According to Preferred Semester of Entry		
Degree (Alphabetical by subject)	September	January	May
Education (MEd – Counselling Specialization)	February 15	no intake	no intake
Education (MEd – Multidisciplinary Leadership Specialization)	February 15**	no intake	February 15**
Education (MEd – Special Education Specialization)	February 15	no intake	no intake
English (MA)	January 15	no intake	no intake
First Nations Studies (MA)	February 15	September 15	no intake
Gender Studies (MA)	February 15	September 15	no intake
Health Sciences (PhD)	February 15	no intake	no intake
History (MA)	February 15	September 15	no intake
Interdisciplinary Studies (MA and MSc)	February 15**	September 15	February 15**
International Studies (MA)	February 15	September 15	no intake
Mathematical, Computer, and Physical Sciences (MSc)	February 15	September 15	no intake
Natural Resources and Environmental Studies (MA)	February 15**	September 15	February 15**
Natural Resources and Environmental Studies (MNRES)	February 15**	September 15	February 15**
Natural Resources and Environmental Studies (MSc)	February 15**	September 15	February 15**
Natural Resources and Environmental Studies (PhD)	February 15**	September 15	February 15**
Nursing (MScN and MScN: FNP)	February 15	no intake	no intake
Political Science (MA)	February 15	September 15	no intake
Psychology (MSc)	January 15	no intake	no intake
Psychology (PhD)	January 15	no intake	no intake
Social Work (MSW)	February 15	no intake	no intake

[The following two paragraphs have been moved up from below]:

* Applications for admission should be submitted as early as possible to the Office of the Registrar. Incomplete a~~A~~pplications and applications received after the deadlines will be considered late and may not be processed in time to permit admission.

** Applications for admission are accepted for one semester only. Applicants must indicate whether they are applying to the May or September Semester.

~~Application deadlines are February 15 for September Semester and May Semester admission, and September 15 for January Semester admission. Individual graduate programs may set other deadlines.~~

~~The deadline for application to the School of Education MEd Counselling Specialization is February 15 for September Semester admission. The deadline for application to the School of Education MEd Multidisciplinary Leadership Specialization is February 15 for May and September admissions.~~

The following statement is moved up to below table]:

~~Applications are accepted for one semester only. Applicants must indicate whether they are applying to the May or September Semester.~~

~~The deadline for application to the English Program is January 15 for September Semester admission.~~

~~The deadline for application to the Psychology Program is January 15 for September Semester admission~~

~~The deadlines for application to the Interdisciplinary Studies (MA and MSc) Program are February 15 for September Semester admission, and September 15 for January Semester admission.~~

~~The deadline for application to the Disability Management Program is March 15 for September Semester admission.~~

~~The deadlines for Canadian applications to the Master of Business Administration degree program are May 15 for September Semester admission and September 15 for January Semester admission. The deadlines for international applications to the Master of Business Administration degree program are April 15 for September Semester admission and July 15 for January Semester admission.~~

[The following statement is moved up to below table]:

~~Applications for admission should be submitted as early as possible to the Office of the Registrar. Applications received after the deadlines may not be processed in time to permit admission.~~

~~Intake to Graduate Programs is in the September Semester. However, some programs have intake in the January Semester as well.~~

Admission to a Graduate Program is valid only for the semester indicated in the letter of offer of admission.

The University of Northern British Columbia specifically reserves the right to exercise its sole, absolute, and unfettered discretion in admitting individuals to the University, its programs, or courses.

Applicants who have been offered admission to a graduate program must indicate, in writing, their intention to accept or decline the offer of admission within thirty days. Failure to notify the University may result in cancellation of the offer of admission.

In order to be considered for admission to Graduate Programs, all applicants must provide the following to the Office of the Registrar by the deadlines noted above:

1. Application form for admission to Graduate Programs.
2. Application fee.
3. Document evaluation fee (if applicable). Please see Fees

[Point 3 appears in the on-line calendar and not in the PDF version.]

4. Three assessment reports (letters of reference) sent directly to UNBC from the referees.
5. Official transcripts (one copy) from all post-secondary institutions attended.
6. Statement of Academic interests (letter of intent).
7. Official English Language Test Scores (Required for applicants whose first language is NOT English) sent directly to UNBC from the testing agencies.

8.3 Senate Committee on Scholarships and Bursaries **Smalcel Pederson**

A Senator asked whether the members of this committee have considered a naming policy, and Ms. Russell responded that, to her knowledge, they have not.

"For Information" Items:

SCSB20110824.03
New Terms and Conditions — Gerald and Lorraine Burns Award for Northern Medical Program Students
Kitchenham / Ryan
That the new Terms and Conditions for the Gerald and Lorraine Burns Award for Northern Medical Program Students be approved.
Effective date: This award will be activated following the passing of the donors
CARRIED (consent agenda).

SCSB2110824.04
New Terms and Conditions — Graduating Class Gift Bursary
Kitchenham / Ryan
That the new Terms and Conditions for the Graduating Class Gift Bursary be approved.
Effective date: 2011-2012 Academic Year
CARRIED (consent agenda).

SCSB20110824.05
New Terms and Conditions — McKellar Family Scholarship
Kitchenham / Ryan
That the new Terms and Conditions for the McKellar Family Scholarship be approved.
Effective date: 2011-2012 Academic Year
CARRIED (consent agenda).

SCSB20110824.06
New Terms and Conditions — Knight Family Bursary
Kitchenham / Ryan
That the new Terms and Conditions for the Knight Family Bursary be approved.
Effective date: 2011-2012 Academic Year
CARRIED (consent agenda).

SCSB20110824.07
Revised Terms and Conditions — Tourism Prince George Society Bursary
Kitchenham / Ryan
That the revised Terms and Conditions for the Tourism Prince George Society Bursary be approved.
Effective date: 2011-2012 Academic Year
CARRIED (consent agenda).

SCSB20110827.08
Revised Terms and Conditions — Canadian Citizenship Celebration Scholarship
Kitchenham / Ryan
That the revised Terms and Conditions for the Canadian Citizenship Celebration Scholarship be approved.
Effective date: 2011-2012 Academic Year
CARRIED (consent agenda).

8.4 Steering Committee of Senate **Iwama**

S-201109.11
Revision to Senate Handbook — Senior University Administrators
Ryan / Deo
That, on the recommendation of the Steering Committee of Senate, the list of Senior University Administrators in the Senate Handbook [Section 3(e)(ix)] be revised to reflect the replacement of the position of Dean of Student Success and Enrolment Management with the position of Assistant Provost, as proposed.
Effective date: Immediately upon approval by Senate

In relation to agenda item 3.1 (Elimination Date of Position of Dean of Student Success and Enrolment Management), a Senator indicated that the information was not provided in the Senate packages as Dr. Dale had reported earlier. Dr. Dale apologized and noted that the position had been eliminated on July 1, 2010. A Senator stated that, when the position of Assistant Provost was advertised, Senators were told that it was not an academic position so Senate was not consulted. He then asked how this position differed from other academic positions which require Senate approval. Dr. Dale responded that this position was not the same as other academic positions in the sense that there is no faculty appointment in conjunction with the administrative role. Another Senator asked why it had been decided to replace the position of Dean of Student Success and Enrolment Management with that of Assistant Provost, and Dr. Dale replied that it was determined that the Assistant Provost should focus only on enrolment management and thus have no concomitant faculty appointment.

CARRIED.

8.5 Senate Committee on Nominations **Kitchenham**

8.5.1 Nominations and Election of Vice Chair of Senate

Senator Kitchenham called for nominations for Vice Chair, and the only nomination forthcoming was the nomination of Senator Hutchings by Senator Dale. Senator Hutchings was thus elected by acclamation, and Senator Kitchenham read a statement that Senator Hutchings had asked be read in his absence.

S-201109.12
Membership Changes to Senate Committees *(no material)*
Jensen / Wagner
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 committees as indicated, be appointed as proposed.
Effective date: Immediately upon approval by Senate

SENATE OR SENATE COMMITTEE POSITION TO BE FILLED ***(except as otherwise noted, all terms begin immediately)***	**CANDIDATE**
Senate Committee on Academic Policy and Planning	
Faculty Member — CASHS (replacing Malinda Desjarlais, until March 31, 2013)	Sascha Auerbach
Graduate Student (until March 31, 2012)	Adrienne Fitzpatrick
Continuing Studies Credit Committee	
Graduate Student (until March 31, 2012)	Erol Toyata
Senate Committee on First Nations and Aboriginal Peoples	
Faculty Member — CSAM (replacing Kevin Keen, until March 31, 2012)	Saif Zahir
Senate Committee on the University Budget	
Faculty Member (replacing Paul Bowles, until March 31, 2012)	John Curry
Senate Committee on Student Discipline Appeals	
Graduate Student (until March 31, 2012)	Brenda Koller
First Nations Student (until March 31, 2012)	Johnathan Alec

Senator Kitchenham called for further nominations from the floor of Senate, and there being none, the motion was CARRIED.

9.0 Other Business

9.1 Centre for Teaching, Learning & Technology: Creating an Environment for Learning **Owen**

A handout related to the presentation had been distributed to Senators at the start of the meeting. Prior to delivering his presentation (attached to these minutes as "Appendix II"), Dr. Owen stated that the PowerPoint presentation notes would be sent to Senators electronically after the meeting, as he had three announcements to make in his presentation and had thus not wanted to distribute the information in advance of the meeting. He began his presentation by providing an overview of what he would be discussing. In outlining what components make up the Centre for Teaching, Learning and Technology (CTLT), Dr. Owen stated that the Centre facilitates educational technology and professional learning, and administers the Academic Success Centre (ASC) and the Access Resource Centre (ARC). Dr. Owen added that the ASC and ARC are new names for two current units, which would be renamed later this year as approved by President's Executive Council, which constituted two of the three announcements he referred to at the start of his presentation. The ASC is the current Learning Skills Centre and the Access Resource Centre is the current Disability Services Centre. Dr. Owen indicated that this renaming reflects trends across Canada, and Senate is the first group to hear about this decision. In his next slide, Dr. Owen introduced the people in the CTLT.

Regarding the role of the CTLT, Dr. Owen stated that they are responsible for helping faculty members create environments for learning, meaning that their role is to respond to the needs of faculty members and remove academic barriers for students. He then provided a number of examples of services, including technology enabled services, provided by the ASC (including Supplemental Instruction, Peer-Led Team Learning, and lecture captioning), the ARC (including removing barriers by providing assistive technology), and the CTLT (including blogs, social media, and webcasting, in which the Centre provides support in collaboration with Information Technology Services).

In outlining who the CTLT serves, Dr. Owen indicated that the focus is on students, but they also support faculty and graduate students, as well as Senate and UNBC more broadly. He indicated that the levels of service are layered, going from the micro (individuals) to the mega (beyond UNBC). Regarding the "menu" handout that had been distributed in advance of the presentation, Dr. Owen invited and encouraged Senators to contact him or the leaders of the ARC and ASC for assistance or further information.

Dr. Owen challenged Senators to "rethink higher education." He provided a link to a podcast and encouraged them to listen to it, especially beyond the 18-minute mark. He added that Senate was the location for re-thinking to occur, and asked Senators to challenge their assumptions regarding teaching and learning. Opportunities exist (such as accelerated, mobile, and experiential learning, blended teaching, and interactive desktop video-conferencing) if we look beyond traditional learning. He added that we should capitalize on the insight we have at UNBC, as faculty members have published books related to these topics.

Dr. Owen then made his third announcement, stating that UNBC was piloting Blackboard Learn 9.1. The pilot would run from September to December 2011. The program would be launched in December 2011, although Blackboard 8 would also remain available. Dr. Owen explained the key features of Blackboard Learn 9.1, which included an early warning system, hourly Banner updates, and mobile deployment.

Dr. Owen left Senators with a question to consider: "How can we work with you toward enabling our common vision articulated in the University Plan with respect to UNBC"s 'Place of Learning'?" He reiterated that CTLT staff members are here to assist the UNBC community. He encouraged Senators to ask for assistance and to follow the CTLT on Twitter.

A member of the gallery asked what would happen with students identified by Blackboard Learn 9.1's early warning system. Dr. Owen responded that it would depend on the situation but that an e-mail would be sent to the student, the faculty member, or both. He added that he would hope for subsequent follow-up to ensure the student receives the assistance he or she requires.

A Senator asked whether the Northern Advancement Program is connected with the CTLT. Dr. Owen responded that it was not, but that it could be, and added that he would follow up.

The question was raised as to whether the CTLT had considered providing support for publicly-available software such as Moodle. Dr. Owen replied that, because the University is currently using Blackboard, the cost to support Blackboard is much lower than what it would cost to support other programs. At the current time the funds are not available to support faculty members with other software, but it will be considered again in the future.

9.2 Report of the Registrar **Hanschen**

The Registrar had nothing to report.

10.0 Information

There were no items for information.

11.0 **S-201109.13**
Move to In Camera Session
Casperson / Chasteauneuf
That the meeting move In Camera.
CARRIED.

12.0 **S-201109.17**
Adjournment
Casperson / Kitchenham
That the Senate meeting be adjourned.
CARRIED.

The meeting ended at 5:05 p.m.

APPENDIX I

UNBC Programs under Development

Update September 2011

Undergraduate

Engineering (B App Sci): Civil & Mechanical
Fine Arts (BA? BFA?) with partners
Legal Studies / LLB
Occupational Therapy / Speech Pathology…
Kinesiology

Graduate

Masters

- Physical Therapy
- M. Engg. (Energy, Wood,….)
- MBA (partnerships?)
- Resource Management
- Collaborative Research

PhD

- Education
- Business
- broad categories (?)
  - e.g “Community Studies”

Which can we do?

Big difference between

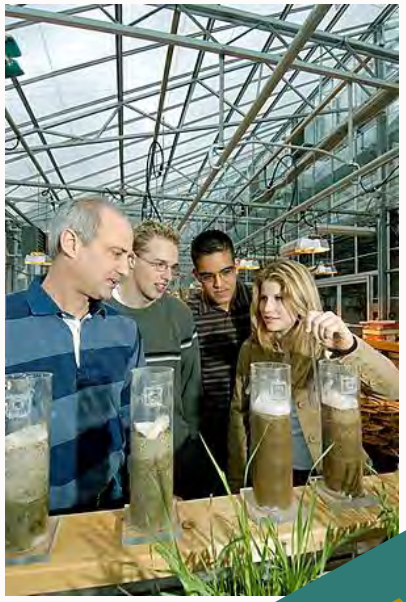
with Ministry funding *vs.* without (reallocation)

“Best bets”

Some form of Engineering (needs $$!)
Physio (clinical component; to be expanded…$)
Legal Studies (BA)

Fine Arts (BA)
Collaborative Research Masters
PhD in Community Studies

Centre for Teaching, Learning & Technology

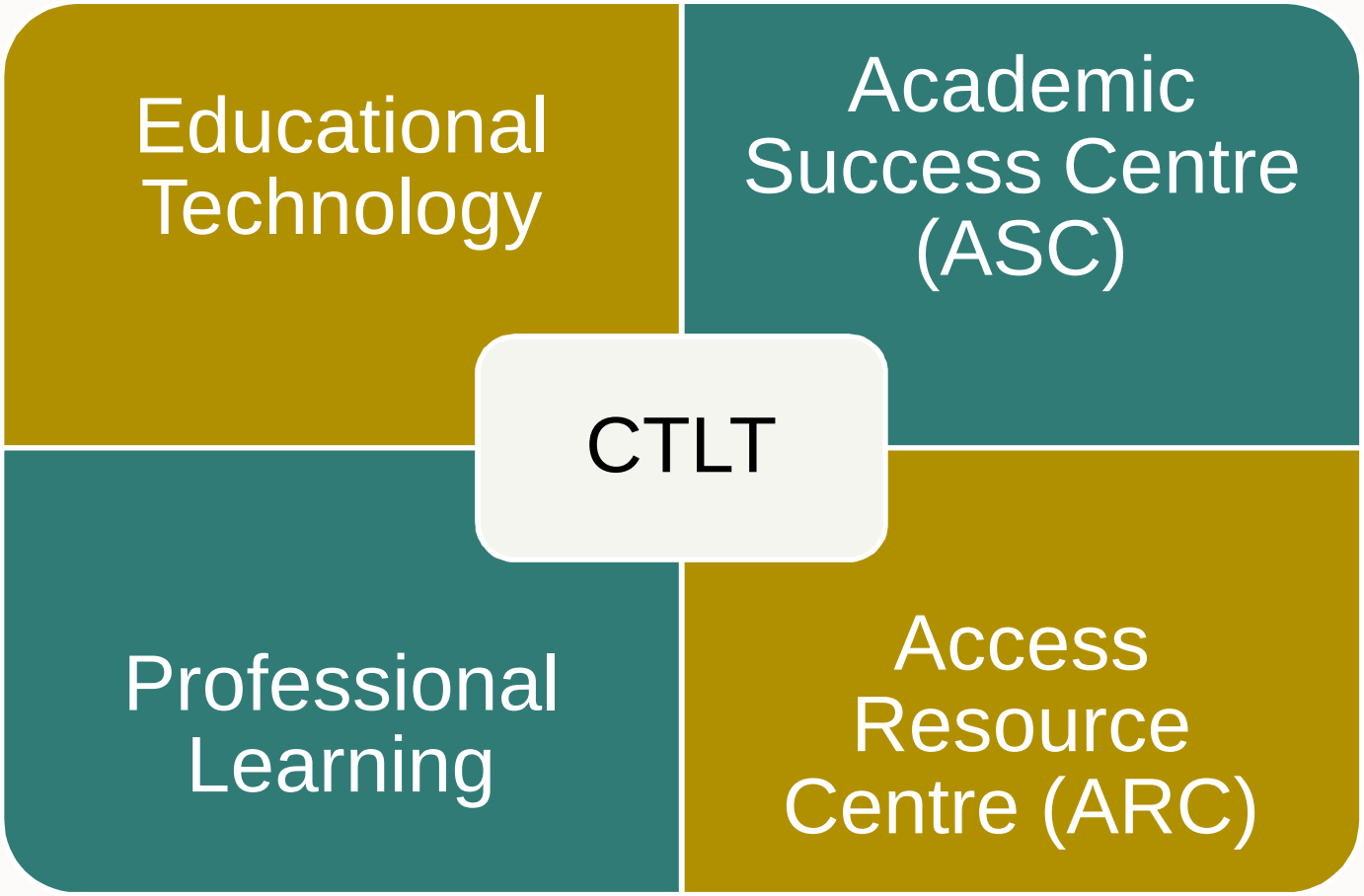


Helping you create personalized environments for learning…

Overview

1. Who are we?
2. What do we do?
3. Who do we serve?
4. Rethinking higher education
5. Closing

1. Who are we?


Educational Technology
Academic Success Centre (ASC)
CTLT
Professional Learning
Access Resource Centre (ARC)

What is in a Name?

The following name changes were approved by PEC and presented to President's Council:

Disability Services Centre

→ Access Resource Centre

Learning Skills Centre

→ Academic Success Centre

UNBC UNIVERSITY OF NORTHERN BRITISH COLUMBIA

The People - 2011

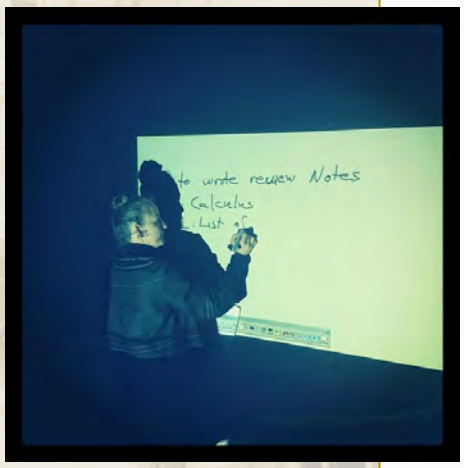
2. What do we do?

- Helping you create environments for learning…
- Students:
  - Providing ease of access
- Faculty:
  - Providing support for course learning outcomes

Example Services

- **Access Resource Centre**
  - Exam and course-related accommodations
  - Funding for students
- **Academic Success Centre**
  - Peer-led learning (SI and PLTL)
  - Math & Writing Learning Spaces
- **Centre for TLT**
  - Teaching Assistants' Workshop
  - Annual Teaching & Learning Conference

Technology Enabled Services



- **Access Resource Centre**
  - Assistive technologies
  - Lecture captioning
- **Academic Success Centre**
  - Software support (MS Office, Maple)
  - On-line tutoring
- **Centre for TLT**
  - Blackboard
  - Blogs, wikis, social media, webcasting

3. Who do we serve?

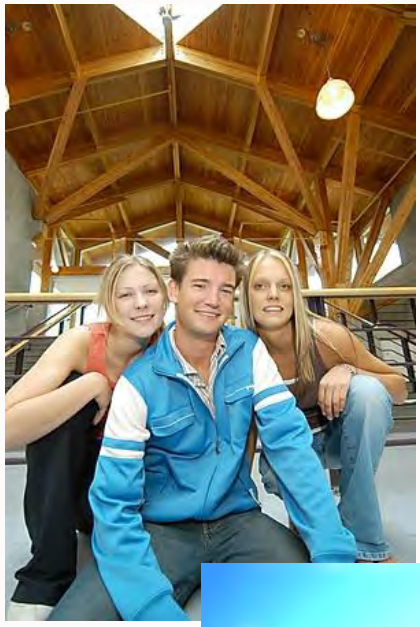
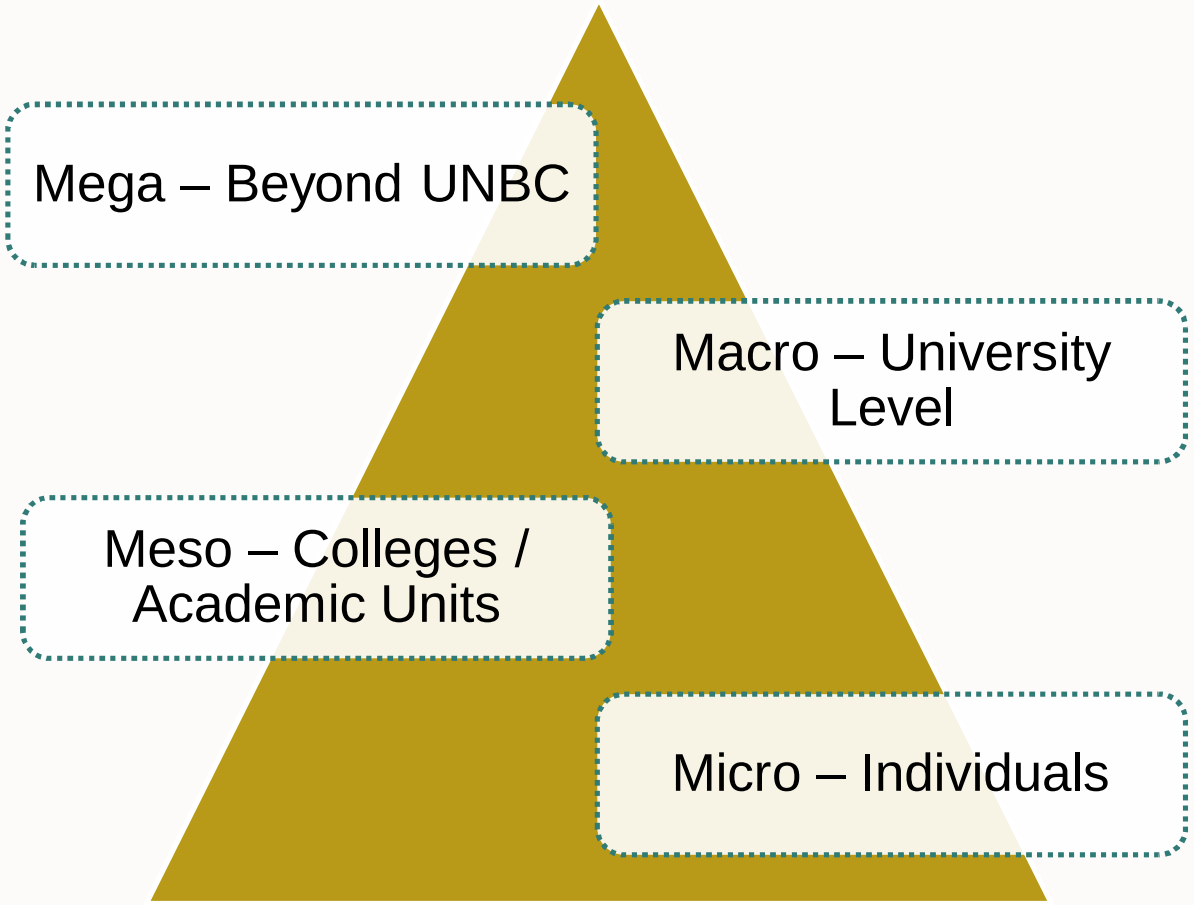


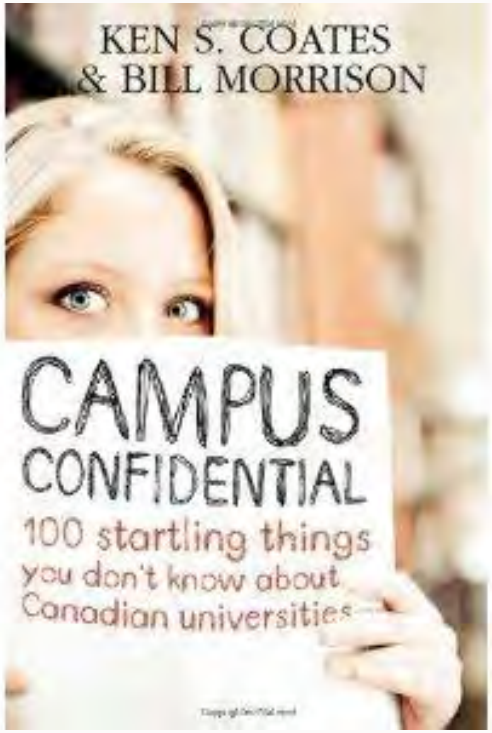
Photo credit: Shauna Stanyer
http://www.flickr.com/photos/cookie_banana/

Levels of Service



A Menu of Choices

4. Rethinking Higher Education



How do we retain the students we have?

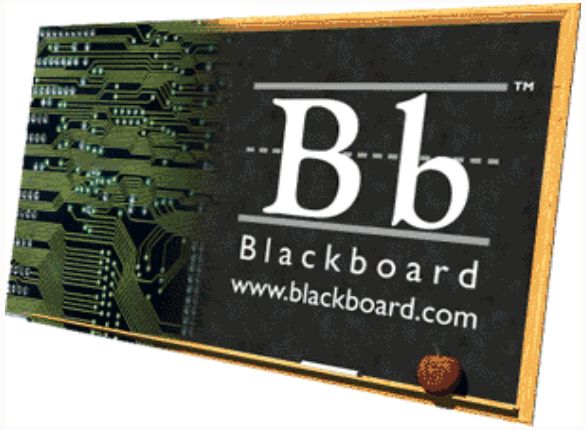
Opportunities exist…

- Accelerated Learning
- Mobile Learning
- Experiential Learning
- Blended Teaching
- Interactive Desktop VC

http://www.arts.uwaterloo.ca/arts301/coates-interview2011.mp3

Please listen past the 18 minute mark…

What is in a Name?



Blackboard Learn 9.1

- **Pilot:** Sept-Dec
- **Showcase:** November
- **Launch:** December 2011
- **Key Features:** EWS, Banner integration, mobile deployment

How can we work with you toward enabling our common vision articulated in the University Plan with respect to UNBC's 'Place of Learning'?

5. Closing

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http://www.flickr.com/photos/cookie_banana/

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UNBC_CTLT

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