UNBC UNIVERSITY OF NORTHERN BRITISH COLUMBIA

SENATE MEETING
PUBLIC SESSION
MINUTES

February 27, 2019
3:30 – 5:30 PM
Senate Chambers (Room 1079 Charles J McCaffray Hall)

Present: B. Annear (Secretary of Senate), S. Barton, C. Bonnar, R. Budde, E. Caputo, D. Casperson, R. Chowdhury, A. Constantin, M. Dale, B. Deo, H. Empey, I. Hartley, L. Haslett, K. Hirsh-Pearson *(Vice-Chair*), C. Hofsink, H. Holler-Busch, G. Jacob, E. Jensen, F. Khan, G. Keeler, T. Klassen-Ross, E. Korkmaz, M. Mandy, H. Massingham, A. Muñoz Gómez, M. Murphy, D. Nyce, A. Parent (Recording Secretary), G. Payne, M. Peterson, C. Ramsay, H. Sanford (University Secretary), T. Tannert, D. Weeks (Chair), C. Whalen, R. Wheate

Regrets: A. Abass, D. Desai, P. Jackson, J. Moore, A. Palmer, T. Ritchie, L. Roodenburg, D. Ryan, S. Wagner, J. Wimmers-Klick

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The meeting commenced 3:33 p.m. The Chair welcomed special guests Henry Reiser (President, CNC), Marlene Erickson (Director Aboriginal Education, CNC), Chief Dominic Frederick (Lheidli T'enneh) and Elder Darlene McIntosh (Lheidli T'enneh). In honour of the welcome message from the Lheidli T'enneh that has been installed in our Senate Chambers, the Chair asked Chief Frederick to open the meeting with an acknowledgment of the traditional territory of the Lheidli T'enneh Nation.

1.0 Acknowledgement of Territory

Chief Frederick welcomed all Senators to the traditional territory of the Lheidli T'enneh Nation and Elder Darlene McIntosh opened the meeting with a prayer.

2.0 S-201902.01

Approval of the Agenda

Mandy
That the agenda for the February 27, 2019 Public Session of Senate be approved as presented.
CARRIED

Amendment 1

Casperson
That the principles for the design of the new Senate Handbook be included as item 12.1 under Other Business.

3.0 S-201902.02

Approval of Senate Minutes

Massingham
That the minutes of the January 23, 2019 Public Session of Senate be approved as presented.
CARRIED

4.0 Business Arising

4.1 Senate Mentorship Statement **Ms. Hirsh-Pearson**

Senator Hirsh-Pearson presented a draft statement for the objectives of starting an informal mentorship program for new senators. The objective of the program to prepare new senators to be informed regarding the procedures

ACTION ITEM: Senators interested in mentoring new/incoming senators can contact the Governance Officer for Senate, Alexandra Parent

of senate and to provide them with information pertaining to any ongoing discussions and promote a healthy and collegial Senate.

5.0 President's Report

The President reported on his recent activities with Universities Canada and meetings related to institutional autonomy and international affairs.

The President noted that he had recently participated in the first of two steps of the reconciliation workshops offered by Returning to Spirit. He welcomes the opportunity to discuss the workshop and his experience one on one with anyone interested in participating in it and is looking forward to completing phase two in the near future.

The President was saddened to announce the passing of Lheidli T'enneh Elder Mary Gouchie at the end of January. Mary was a well-respected Elder whose knowledge and wisdom played a major role in strengthening ties between UNBC and the Lheidli T'enneh. Mary worked closely with our UNBC team to help translate our signage to the Dakehl (Carrier) language. The sign at the front entrance at our Prince George campus is a symbol of the amazing work she did. The sign means "House of Learning." She was a major source of inspiration for the Carrier language revitalization initiative and her passing is a great loss for future generations of language learners and the local community.

The President recognized the great work of student athletes. Both teams made into the post-season this year, with a number of our athletes being recognized as Canadian All Stars.

The President thanked the university community for its engagement and participation in the Town Hall meetings regarding the Budget.

6.0 Report of the Provost

The Provost report attached as Appendix 1 to the minutes.

7.0 Report of the Registrar — Mr. Annear

The Registrar reported that his office would be initiating a feedback survey to connect with faculty regarding any historical processes that may not currently be documented. This is to ensure that important issues/practices are not being missed or overlooked with staffing changes in the Office of the Registrar.

8.0 Question Period

8.1 Written questions submitted in advance

None.

8.2 Questions from the floor

8.2.1. Are we still on track for moving towards a more transparent budget process with respect to being able to reconcile the actuals and the budget process, as previously indicated by VP Finance, Robert Knight ?

The VP, Finance, People and Business Operations indicated that there is currently no indication that we are not on track. The current budgeting process is allowing information to be shared at the Town Hall meetings and we will continue to look for ways to make the information easier to communicate.

The President reaffirmed his commitment to making any budgeting changes as transparent as possible throughout the academic re-structuring process.

8.2.2. What efforts are being made to fill the current vacancies on Senate, specifically the three regional vacancies?

Open calls have gone out on a monthly basis and the call for regional senators was included in the Alumni newsletter.

The University Secretary indicated that Senators should encourage any individuals who are interested in being Senators, Regional or otherwise, to contact the Office of the University Secretariat for more information.

ACTION ITEM: The Dean of Regional Programs to report to Senate on the status of how best to attract Senators from the regions.

8.2.3 Is the current posting for a Director in the Education program, a position that will be involved in Senate/Senate Business?

ACTION ITEM: The Provost to report to Senate on whether or not the position for a director in the Education program will be involved in Senate/Senate Business.

8.2.4 Will there be a blueprint for the budget process, as previously indicated by Robert Knight.

The VP, Finance, People and Business Operations committed to offering the Budgeting 101 sessions again this year.

ACTION ITEM: The VP, Finance, People and Business Operations to confirm date and time for Budgeting 101 Sessions.

President indicated that there have been no changes in process or direction since the departure of Robert Knight. The transparency of the budget will remain a priority. Specific questions on interpretations or more details on a specific line should be sent to the Chair so that informed, detailed answers can be provided.

9.0 S-201902.03

Approval of Motions on the Consent Agenda **Dr. Weeks**

Murphy
That the motions on the consent agenda, except for those removed for placement on the regular agenda, be approved as presented.
CARRIED

10.0 Committee Reports

10.1 Senate Committee on Academic Affairs *(10 minutes)* **Dr. Weeks**

"For Approval" Items:

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]`):

S-201902.04

Change(s) to Course Description and Prerequisites – CHEM 400-3

Murphy
That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the prerequisites for CHEM 400-3 Topics in Environmental Chemistry on page 199 of the 2018/2019 undergraduate calendar be approved as proposed.
Effective date: September 2019
CARRIED (consent agenda)

CHEM 400-3 Topics in Environmental Chemistry This course considers advanced and

selected topics in chemistry. Topics depend on instructor and student interest and normally focus on advanced material not dealt with in other courses. ~~Note:~~ Credit may be granted for both 400- and 600-level offerings of Topics in Chemistry courses, and either the 400- or 600-level offerings or a combination of both may be repeated to a maximum of 6 credit hours~~,~~ provided the content ~~of the independent offerings~~ of the courses is sufficiently different ~~(~~as determined by the Program Chair or ~~College~~ Dean~~)~~.

Prerequisites: ~~CHEM 302-4~~ Permission of the instructor and at least 9 credit hours of chemistry at the 200 level or higher of which at least 3 credit hours must be at the 300 level

S-201902.05
Change(s) to Course Description and Prerequisites – CHEM 401-3
Murphy
That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the prerequisites for CHEM 401-3 Chemistry Seminar on page 199 of the 2018/2019 undergraduate calendar be approved as proposed.
Effective date: September 2019
CARRIED (consent agenda)

CHEM 401-3 Chemistry Seminar This is a ~~A~~ workshop-based course emphasizing oral and written communication in the sciences. Topics include preparation of visuals, lecture and seminar presentation, scientific writing ~~(~~including grant applications and scientific articles~~)~~.

Prerequisites: ~~Upper division standing in a science program~~ Permission of the instructor and CHEM 200-3, CHEM 201-3, CHEM 202-3, CHEM 203-3, CHEM 210-3, at least 9 credit hours of chemistry at the 300 level or higher ~~and permission of the Instructor~~

S-201902.06
Change(s) to Course Description and Prerequisites – CHEM 402-3
Murphy
That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the prerequisites for CHEM 402-3 Topics in Organic Chemistry on page 199 and 200 of the 2018/2019 undergraduate calendar be approved as proposed.
Effective date: September 2019
CARRIED (consent agenda)

CHEM 402-3 Topics in Organic Chemistry This course considers advanced and selected topics in organic chemistry. Topics depend on instructor and student interest and normally focus on advanced material not dealt with in other courses. ~~Note:~~ Credit may be granted for both 400- and 600- level offerings of Topics in Chemistry courses, and either the 400 or 600 level or a combination of both may be repeated to a maximum of 6 credit hours~~,~~ provided the content of the ~~independent offerings of the~~ courses is sufficiently different ~~(~~as determined by the Program Chair or ~~College~~ Dean~~)~~.

Prerequisites: ~~one of~~ CHEM 301-3 or CHEM 304-3

S-201902.07
Change(s) to Course Description and Prerequisites – CHEM 404-3
Murphy
That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the prerequisites for CHEM 404-3 Topics in Physical Chemistry on page 200 of the 2018/2019 undergraduate calendar be approved as proposed.
Effective date: September 2019
CARRIED (consent agenda)

CHEM 404-3 Topics in Physical Chemistry This course considers advanced and selected topics in physical chemistry. Topics depend on instructor and student interest and normally

focus on advanced material not dealt with in other courses. ~~Note:~~ Credit may be granted for both 400- and 600- level offerings of Topics in Chemistry courses and either the 400 or 600 level or a combination of both may be repeated to a maximum of 6 credit hours~~,~~ provided the content of the ~~independent offerings of the~~ courses is sufficiently different ~~(~~as determined by the Program Chair or ~~College~~ Dean~~)~~.

Prerequisites: Permission of the instructor and one of CHEM 300-3 or CHEM 305-3

S-201902.08
Change(s) to Course Description and Prerequisites – CHEM 405-3
Murphy
That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the prerequisites for CHEM 405-3 Topics in Biochemistry on page 200 of the 2018/2019 undergraduate calendar be approved as proposed.
Effective date: September 2019
CARRIED (consent agenda)

CHEM 405-3 Topics in Biochemistry This course considers advanced and selected topics in biochemistry. Topics depend on instructor and student interest and normally focus on advanced material not dealt with in other courses. ~~Note:~~ Credit may be granted for both 400- and 600- level offerings of Topics in Chemistry courses, and either the 400 or 600 level or a combination of both may be repeated to a maximum of 6 credit hours~~,~~ provided the content of the ~~independent offerings of the~~ courses is sufficiently different ~~(~~as determined by the Program Chair or ~~College~~ Dean~~)~~.

Prerequisites: ~~CHEM 330-3~~ Permission of the instructor and at least 3 credit hours of BCMB courses at the 300 level or higher
~~Co-requisite: CHEM 307-3~~

S-201902.09
Change(s) to Course Description and Prerequisites – CHEM 406-3
Murphy
That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the prerequisites for CHEM 406-3 Advanced Laboratory I on page 200 of the 2018/2019 undergraduate calendar be approved as proposed.
Effective date: September 2019
CARRIED (consent agenda)

CHEM 406-3 Advanced Laboratory I The two courses, CHEM 406-3 and 407-3, are intended to act as capstone lab courses~~,~~ that ~~providing~~ provide experience with a wide variety of advanced synthetic, analytical and physical techniques. ~~The courses are taken separately but a common set of experiments will be available throughout.~~

Prerequisite: ~~Permission of instructor~~ CHEM 310-3

Consent **S-201902.10**
Change(s) to Course Description and Prerequisites – CHEM 407-3
Murphy
That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the prerequisites for CHEM 407-3 Advanced Laboratory II on page 200 of the 2018/2019 undergraduate calendar be approved as proposed.
Effective date: September 2019
CARRIED (consent agenda)

CHEM 407-3 Advanced Laboratory II The two courses, CHEM 406-3 and 407-3, are intended to act as capstone lab courses~~,~~ that ~~providing~~ provide experience with a wide variety of advanced synthetic, analytical and physical techniques. ~~The courses are taken separately~~

~~but a common set of experiments will be available throughout.~~

Prerequisites: CHEM 310-3 and CHEM 406-3

S-201902.11
Change(s) to Course Description and Prerequisites – CHEM 408-3
Murphy
That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the prerequisites for CHEM 408-3 Advanced Laboratory II on page 200 of the 2018/2019 undergraduate calendar be approved as proposed.
Effective date: September 2019
CARRIED (consent agenda)

CHEM 408-3 Environmental Chemistry II This course is a~~A~~n advanced treatment of selected topics in environmental chemistry. Credit may be granted for both 400- and 600- level offerings of the course provided the content is sufficiently different ~~(~~as determined by the Program Chair or Dean~~)~~.

Prerequisites: ~~CHEM 302-4~~Permission of the instructor and at least 9 credit hours of chemistry at the 200 level or higher

Consent **S-201902.12**
Change(s) to Course Description and Prerequisites – CHEM 410-3
Murphy
That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the prerequisites for CHEM 410-3 Topics in Analytical Chemistry on page 200 of the 2018/2019 undergraduate calendar be approved as proposed.
Effective date: September 2019
CARRIED (consent agenda)

CHEM 410-3 Topics in Analytical Chemistry This course provides an advanced treatment of selected topics in analytical chemistry such as spectroscopy, separation technology and analytical instrumentation. Credit may be granted for both 400- and 600- level offerings of Topics in Chemistry courses and either the 400 or 600 level or a combination of both may be repeated to a maximum of 6 credit hours~~,~~ provided the content of the ~~independent offerings of the~~ courses is sufficiently different ~~(~~as determined by the Program Chair or ~~College~~ Dean~~)~~.

Prerequisites: CHEM 310-3 or CHEM 311-3

Motions S-201902.13 to S-201902.16 were dealt with as an omnibus motion.

S-201902.13
Change(s) to Course Prefix, Title and Description – VRES 950
Jensen
That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the course prefix, course title, and course description for GRAD 950 Visiting Research Student in the 2018/2019 graduate calendar, be approved as proposed.
Effective date: September 2019
CARRIED

~~GRAD~~ VRES 950-0 Visiting Research Student: Graduate All graduate 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 but degree program requirements may limit the number of times students may take external courses and apply them to a degree. Current UNBC graduate students are not eligible to register for this course.

S-201902.14
New Course Approval – VRES 951-0
Jensen
That, on the recommendation of the Senate Committee on Academic Affairs, the new course VRES 951-0 Visiting Research Student: Western Dean's Agreement be approved as proposed.
Proposed semester of first offering: September 2019
CARRIED

All outgoing graduate students under the Western Dean's Agreement must register in this course. This course may be repeated but degree program requirements may limit the number of times students may take external courses and apply them to a degree.

S-201902.15
New Course Approval – VRES 952-0
Jensen
That, on the recommendation of the Senate Committee on Academic Affairs, the new course VRES 952-0 Visiting Research Student: Canadian University Graduate Transfer Agreement be approved as proposed.
Proposed semester of first offering: September 2019
CARRIED

All outgoing graduate students under the Canadian University Graduate Transfer Agreement (CUGTA) must register in this course. This course may be repeated but degree program requirements may limit the number of times students may take external courses and apply them to a degree.

S-201902.16
New Course Approval – VRES 450-0
Jensen
That, on the recommendation of the Senate Committee on Academic Affairs, the new course VRES 450-0 Visiting Research Student: Undergraduate be approved as proposed.
Proposed semester of first offering: September 2019
CARRIED

All undergraduate Visiting Research Students who are at UNBC under approved undergraduate student research agreements must register in this course. This course may be repeated but degree program requirements may limit the number of times students may take external courses and apply them to a degree. Current UNBC undergraduate students are not eligible to register for this course.

"For Information" Items:

SCAAF201902.18
Change(s) to Calendar – Recognition of Aboriginal Rights
That, on the recommendation of the Senate Committee on Academic Affairs, the expression of recognition of aboriginal rights as presented below for our admission processes, to be added on page 21of the 2018/2019 graduate and page 20 of the 2018/2019 undergraduate calendar, be approved as proposed.
Effective date: September 2019

The motion on the Recognition of Aboriginal Rights was approved by SCAAF. The Chair would like Senate's informal support of this motion before seeking the appropriate legal and cultural input required for approval by Senate. Senate was in favour of the motion and it will be brought back through the approval process once the appropriate consultations have been completed**.**

10.2 Senate Committee on Admissions and Degrees

10.3 Senate Committee on Nominations

10.4 Senate Committee on Scholarships and Bursaries *(5 minutes)* **Mr. Annear**

"For Information" Items:

SCSB 201901.23.03 *(approved)*
Revised Elan Travel Bursary
That the revised Terms and Conditions for the Elan Travel Bursary be approved.
Effective Date: 2018-2019 Academic Year

SCSB 20190123.04
Revised Nechako Chapter No. 40 – Order of the Eastern Star Bursary
That the revised Terms and Conditions for the Nechako Chapter No. 40 – Order of the Eastern Star Bursary be approved.
Effective Date: 2019-2020 Academic Year

SCSB 20190123.05
Revised Rising Star Health Service Award
That the revised Terms and Conditions for the Rising Star Health Service Award be approved.
Effective Date: 2018-2019 Academic Year

10.6 Senate Committee on University Budget *(10 minutes)*

10.6.1 2019/20 Budget Update

The 2019/20 Budget was provided in the Senate package for review.

The VP, Finance, People and Business Operations assured Senate that no currently filled positions were included in the decreased expenses listed on page 70.

The President thanked everyone for their feedback and open conversations during the budget process and again encouraged any specific questions, seeking more comprehensive details to be made in writing to the Chair.

10.7 Steering Committee of Senate

S-201901.17
Procedures for the Search Committees for Academic Vice-Presidents and other Senior Academic Administrators
Keeler
That, on the recommendation of the Steering Committee of Senate, the procedures for the Search Committees for Academic Vice-Presidents and other Senior Academic Administrators be approved as proposed.
Effective Date: Upon Approval of Senate
CARRIED

Senators supported the motion to approve the Procedures for the Search Committees for Academic Vice-President and other Senior Academic Administrators and continued to make it very clear that they want to see a demonstrated commitment to equity and diversity, through training for Committee members and in the work of the Committees and reporting.

11.0 Information

12.0 Other Business

12.1 Principles for the design of the new Senate Handbook

It was discussed that Senate should consider the Principles for the design of the new Senate Handbook prior to revisions being made and consider how programs/faculty/students will be represented.

ACTION ITEM: The Steering Committee will consider how to further the discussion on the Principles for the design of the new Senate handbook.

13.0 **S-201902.18** *(10 minutes)*
Move to In Camera Session
Whalen
That the meeting move In Camera.
CARRIED

14.0 **S-201902.22**
Adjournment
General Consent
That the Senate meeting be adjourned.
CARRIED

The meeting adjourned at 5:17 p.m.