

SENATE COMMITTEE ON ACADEMIC AFFAIRS (SCAAf)

Terms of Reference:

- To be responsible for advising Senate on academic planning at UNBC.
- To consider and make recommendations to Senate on new undergraduate and graduate programs and major modifications to existing undergraduate and graduate programs.
- To consider and make recommendations to Senate on course additions or deletions.
- To consider and make recommendations to Senate on new and revised Undergraduate and Graduate Academic Regulations.
- To review periodically the activities of the Centre for Teaching, Learning and Technology and make recommendations on the Centre to Senate and to address any other Senate related teaching matter.
- To be responsible for the development and implementation of a program review process, and to make recommendations to Senate relating to the outcome of reviews.
- To review, for approval or recommendation as appropriate, affiliation agreements with other institutions.
- To advise Senate on matters of importance to the regional nature of UNBC and to inform the University community, through Senate, of the regional mandate of the institution.
- To facilitate and maintain relationships with other post-secondary institutions within Canada.
- To advise Senate on inter-institutional arrangements within Canada, with the exception of the protocol and affiliation agreements between UNBC and First Nations and Aboriginal communities and educational institutions for which responsibility is assigned to the Senate Committee on Indigenous Initiatives (SCII).
- To review and make recommendations to Senate on existing undergraduate and graduate programs for purposes of assessment and possible expansion, curtailment, or discontinuance.
- To recommend to Senate graduate courses which are cross-listed with undergraduate courses.
- To advise on enrolment management issues.
- To consider and advise Senate on matters relating to the internationalization of the University community.
- To facilitate the development of academic agreements between UNBC and various international partners.
- To review and advise Senate on current international agreements and exchanges and make recommendations regarding their renewal.
- To approve, in exceptional and extraordinary circumstances, external international proposals; and to report to Senate as soon as practicable such approvals and the justification for them.
- To review from time to time the operation of the Library, for report to Senate.
- To establish policies regarding the conservation of heritage objects and collections that are owned by or in the possession of the university or any of its faculties, divisions, departments or other agencies.
- To advise Senate on all matters concerning undergraduate and graduate research and research policy at the University
- To recommend to Senate the establishment of Research Chairs

Membership:

President (*ex officio*)

Vice President Academic and Provost (Chair)

Vice President, Research and Innovation (Vice Chair)

University Librarian

Three Faculty Deans

Four Faculty Senators

Four Faculty Members (all who may be Senators), including:

- a) Two Faculty Members (representing the two Faculties not currently represented by the sitting Deans on the committee)

*Ideally, from the eight faculty positions there will be faculty representation from each of the five Faculties, professional programs and the regions.

Students (all who may be Senators), including:

- a) Graduate Student
- b) Graduate Student
- c) Undergraduate Student
- d) Undergraduate Student

One Lay Senator

One Regional Representative (any faculty, student or employee member from the regional campuses in Fort St. John, Terrace and Quesnel or Affiliated Institutions)

Manager, Continuing Studies

Director, Centre for Teaching, Learning and Technology

Secretary of Senate (non-voting)

- Chair:** Vice President Academic and Provost
- Committee Secretary:** Administrative Manager – Strategic Initiatives & Operations
- Recording Secretary:** Executive Assistant, Vice President Academic and Provost
- Quorum:** Majority
- Reporting Month:** September
- Sub-Committees:** SCAAf Art Acquisition Subcommittee

POSITION	INCUMBENT	EXPIRY DATE
President (<i>ex officio</i>)	Geoff Payne	N/A
Vice President, Academic and Provost (Chair)	Wendy Rodgers	N/A
Vice President, Research and Innovation (Vice Chair)	Paula Wood-Adams	N/A
Interim University Librarian	Trina Fyfe	N/A
Faculty Dean	Kriston Rennie	N/A
Faculty Dean	Ronald Camp II	N/A
Faculty Dean	Rebecca Schiff	N/A
Faculty Senator	Fei Tong	03/31/2026
Faculty Senator	Allan Kranz	03/31/2024
Faculty Senator	Todd Whitcombe	03/31/2024
Faculty Senator	Liang Chen	03/31/2024
Faculty Member	Clarence Hofsink	03/31/2024
Faculty Member	Pranesh Kumar	03/31/2024
Faculty Member	Elie Korkmaz	03/31/2024
Faculty Member	David Casperson	03/31/2026
Graduate Student	Piumui Lakchani	08/31/2024
Graduate Student	Vacant	08/31/2024
Undergraduate Student	Faizaan Somani	08/31/2024
Undergraduate Student	Parikshit Gangani	08/31/2024
Lay Senator	Janice Allen	03/31/2024
Regional Representative	Vacant	03/31/2026
Manager, Continuing Studies	Stacey Linton	N/A
Interim Director, Centre for Teaching, Learning and Technology	Bill Owen	N/A
Secretary of Senate (non-voting)	Kimberly Read	N/A