

SENATE MEETING OPEN SESSION AGENDA

April 27, 2022
3:30 – 5:30 PM
Zoom Only

The Vice Chair, Senator Sloane Zogas will Chair the meeting.

1.0 Acknowledgement of Territory

2.0 S-202204.01 Approval of the Agenda †

Page 1 That the agenda for the April 27, 2022 Open Session of Senate be approved as presented.

† **NOTE:** *The Senate Agenda for the public session consists of two parts, a consent agenda and a regular agenda. The consent agenda contains items that are deemed to be routine or noncontroversial and are approved by the Steering Committee of Senate for placement on that agenda. Any Senator wishing to discuss any item on the consent agenda may ask the Chair of Senate that the item be removed from the consent agenda and placed on the regular agenda. Items removed from the consent agenda will be placed on the regular agenda and dealt with in the order in which they appear on the full agenda. Senators wishing to ask a question regarding an item on the consent agenda, without necessarily removing that item from the consent agenda, are strongly encouraged to direct questions to the Secretary of Senate in advance of the meeting.*

3.0 Presentation: No Presentation

4.0 Approval of the Minutes

S-202204.02 Approval of the Minutes

Page 10 That the Minutes for the March 23, 2022 Open Session of Senate be approved as presented.

5.0 Business Arising

Page 24 5.1 [Search Committees for Academic Vice-Presidents and other Senior Academic Administrators](#)
(Open Discussion) Dale

6.0 President's Report (no report)

7.0 Report of the Provost (5 minutes) Dale

8.0 Report of the Registrar (5 minutes) Read

9.0 Question Period (10 minutes)

9.1 Written questions submitted in advance

9.2 Questions from the floor

10.0 Approval of Motions on the Consent Agenda Zogas

S-202204.03

Approval of Motions on the Consent Agenda

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

11.0 Committee Reports

11.1 Senate Committee on Appeals

Klassen-Ross

11.2 Senate Committee on Academic Affairs

Dale

For Approval Items:

Page 30 S-202204.04

Change(s) to Program Requirements and Regulations – MScN

That, on the recommendation of the Senate Committee on Academic Affairs, the additions and changes to the program requirements and regulations for the Nursing MScN (FNP) and MScN: Thesis or Project Option on pages 79-81 of the 2021/2022 graduate calendar (PDF), be approved as proposed.

Consent Effective date: September 2022

Page 40 S-202204.05

Change(s) to Course Title and Description – NURS 608

That, on the recommendation of the Senate Committee on Academic Affairs, the change to the title and course description for NURS 608-3 Ethics, Accountability and Responsibility for Practice, on page 120 of the 2021-2022 graduate calendar (PDF), be approved as proposed.

Consent Effective date: September 2022

Page 42 S-202204.06

Change(s) to Course Description – NURS 798

That, on the recommendation of the Senate Committee on Academic Affairs, the change to the course description for NURS 798-(3) Nurse Practitioner Project, on page 122 of the 2021-2022 graduate calendar (PDF), be approved as proposed.

Consent Effective date: September 2022

Page 44 S-202204.07

Change(s) to Course Description – NURS 308

That, on the recommendation of the Senate Committee on Academic Affairs, the change to the course description for NURS 308-3 Ethics and Law in Nursing, on page 255 of the 2021/2022 undergraduate calendar (PDF), be approved as proposed.

Consent Effective date: September 2022

Page 46 S-202204.08

Change(s) to Course Description – NURS 455

That, on the recommendation of the Senate Committee on Academic Affairs, the change to the course description for NURS 455-(6,8) Foundations in Emergency and Trauma Nursing, on page 258 of the 2021-2022 undergraduate calendar (PDF), be approved as proposed.

Consent Effective date: September 2022

Page 48 S-202204.09

Change(s) to Course Title and Description – NRSG 412

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the course title and description for NRSG 412-7 Professional Practice: Maternal and Child Health Nursing, on page 252 of the 2021-2022 undergraduate calendar (PDF), be approved as proposed.

Consent Effective date: September 2022

Page 50 S-202204.10

Change(s) to Course Description – NRSG 310

That, on the recommendation of the Senate Committee on Academic Affairs, the change to the course description for NRSG 310-3 Introduction to Nursing Practice, on page 252 of the 2021-2022 undergraduate calendar (PDF), be approved as proposed.

Consent **Effective Date:** September 2022

Page 51 **S-202204.11**

Motion to Rescind S-202010.04/.05 – Masters of Arts in Counselling Psychology

That, on the recommendation of the Senate Committee on Academic Affairs, the following motions related to the new Master of Arts in Counselling in Psychology approved by Senate on October 28, 2020 be rescinded:

- S-202010.04 New Program Approval – Masters of Arts in Counselling Psychology
- S-202010.05 New Program Approval – Masters of Arts in Counselling Psychology (calendar entry)

Regular **Effective Date:** Upon the approval of Senate

Page 53 **S-202204.12**

Motion to Rescind Courses – Masters of Arts in Counselling Psychology

That, on the recommendation of the Senate Committee on Academic Affairs, the following motions related to the new Master of Arts in Counselling in Psychology New Courses approved by Senate on October 28, 2020 be rescinded:

- S-202010.06 New Course Approval – PSYC 701
- S-202010.07 New Course Approval – PSYC 710
- S-202010.08 New Course Approval – PSYC 711
- S-202010.09 New Course Approval – PSYC 713
- S-202010.10 New Course Approval – PSYC 714
- S-202010.11 New Course Approval – PSYC 715
- S-202010.12 New Course Approval – PSYC 716
- S-202010.13 New Course Approval – PSYC 717
- S-202010.14 New Course Approval – PSYC 718
- S-202010.15 New Course Approval – PSYC 719
- S-202010.16 New Course Approval – PSYC 721
- S-202010.17 New Course Approval – PSYC 722
- S-202010.18 New Course Approval – PSYC 723
- S-202010.19 New Course Approval – PSYC 724
- S-202010.20 New Course Approval – PSYC 727
- S-202010.21 New Course Approval – PSYC 792
- S-202010.22 New Course Approval – PSYC 793
- S-202010.23 New Course Approval – PSYC 797
- S-202010.24 New Course Approval – PSYC 798
- S-202010.25 New Course Approval – PSYC 799

Effective Date: Upon the approval of Senate

Page 55 **S-202204.13**

Change(s) to Graduate Calendar – MEd Counselling Specialization

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the MEd Counselling Specialization on pages 49-50 of the 2020-2021 Graduate Academic Calendar (PDF), be approved as proposed.

Regular **Effective Date:** July 1, 2021

Page 59 **S-202204.14**

Change(s) to Graduate Calendar – MEd Counselling Specialization

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the MEd Counselling Specialization on page 84 of the 2021-2022 Graduate Academic Calendar (PDF), be approved as proposed.

Regular **Effective Date:** May 2022

Page 65 **S-202204.15**

Change(s) to Course Title and Description – HIST 390

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the course title and description for HIST 390-3, Aboriginal People in Canada, on page 241 in the PDF calendar accessible on the UNBC web page of the 2021/2022 undergraduate calendar, be approved as proposed.

Consent **Effective date:** September 2022

Page 67 **S-202204.16**

New Course Approval – FNST 390

That, on the recommendation of the Senate Committee on Academic Affairs, the new course FNST 390-3, History of Indigenous People of Canada be approved as follows.

Regular **Proposed semester of first offering:** September 2022

Page 72 **S-202204.17**

New Course Approval – HIST 425

That, on the recommendation of the Senate Committee on Academic Affairs, the new course HIST 425-3, Indigenous Oral History be approved as follows.

Regular **Proposed semester of first offering:** January 2023

Page 77 **S-202204.18**

Change(s) to Course Preclusion – FNST 425

That, on the recommendation of the Senate Committee on Academic Affairs, the change to the course preclusion for FNST 425-3, Oral History, on page 231 of the 2021/2022 undergraduate calendar, be approved as proposed.

Regular **Effective Date:** September 2022

Page 79 **S-202204.19**

New Course Approval – POLS 321

That, on the recommendation of the Senate Committee on Academic Affairs, the new course POLS 321-3, The Charter of Rights and Freedoms in Canada be approved as follows.

Regular **Proposed semester of first offering:** September 2022

Page 84 **S-202204.20**

New Course Approval – POLS 616

That, on the recommendation of the Senate Committee on Academic Affairs, the new course POLS 616-3, Gender and Politics be approved as follows.

Regular **Proposed semester of first offering:** September 2022

Page 89 **S-202204.21**

New Course Approval – POLS 416

That, on the recommendation of the Senate Committee on Academic Affairs, the new course POLS 416-3, Gender and Politics be approved as follows.

Regular **Proposed semester of first offering:** September 2022

Page 94 **S-202204.22**

New Course Approval – WMST 416

That, on the recommendation of the Senate Committee on Academic Affairs, the new course WMST 416-3, Gender and Politics be approved as follows.

Regular **Proposed semester of first offering:** September 2022

Page 100 **S-202204.23**

New Course Approval – WMST 313

That, on the recommendation of the Senate Committee on Academic Affairs, the new course WMST 313-3, Gender and International Studies be approved as follows.

Regular **Proposed semester of first offering:** September 2022

Page 105 **School of Engineering Changes to Curricula Summary**

Page 107 **S-202204.24**

Change(s) to Program Requirements – Civil Engineering

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the Civil Engineering Degree Program Requirements on page 101 and 193 of the 2021/2022 undergraduate calendar, be approved as proposed.

Consent **Effective date:** September 2022

Page 110 **S-202204.25**

Change(s) to Program Requirements – Civil Engineering

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the Civil Engineering Degree Requirements on page 101 of the 20121/2022 undergraduate calendar, be approved as proposed.

Consent **Effective date:** September 2022

Page 114 S-202204.26

Change(s) to Program Requirements – Environmental Engineering

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the Environmental Engineering Degree Program Requirements (UNBC/UBC Joint Program) on page 103 of the 2021/2022 undergraduate calendar, be approved as proposed.

Consent **Effective date:** September 2022

Page 116 S-202204.27

Change(s) to Program Requirements – Environmental Engineering

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the Environmental Engineering Degree Program Requirements (UNBC) on page 102 of the 2021/2022 undergraduate calendar, be approved as proposed.

Consent **Effective date:** September 2022

Page 119 S-202204.28

Change(s) to Program Requirements – Environmental Engineering

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the UNBC Environmental Engineering Degree Requirements on page 102 of the 20121/2022 undergraduate calendar, be approved as proposed.

Consent **Effective date:** September 2022

Page 123 S-202204.29

New Course Approval – CIVE 438

That, on the recommendation of the Senate Committee on Academic Affairs, the new course CIVE 438-4 Rock Mechanics and Rock Engineering be approved as follows.

Regular **Proposed semester of first offering:** September 2022

Page 128 S-202204.30

New Course Approval – CIVE 439

That, on the recommendation of the Senate Committee on Academic Affairs, the new course CIVE 439-3 Introduction to Structural Fire Engineering be approved as follows.

Regular **Proposed semester of first offering:** September 2022

Page 133 S-202204.31

New Course Approval – CIVE 491

That, on the recommendation of the Senate Committee on Academic Affairs, the new course CIVE 491-3 Introduction to Wood as a Building Material be approved as follows.

Regular **Proposed semester of first offering:** September 2022

Page 138 S-202204.32

New Course Approval – ENGR 411

That the new course ENGR 411-3 Project Management be approved as follows.

Regular **Proposed semester of first offering:** September 2022

Page 143 S-202204.33

New Course Approval – ENGR 450

That the new course ENGR 450-3 CAD/BIM in the Construction Industry be approved as follows.

Regular **Proposed semester of first offering:** September 2022

Page 148 S-202204.34

New Course Approval – CIVE 638

That, on the recommendation of the Senate Committee on Academic Affairs, the new course ENGR 638-4 Rock Engineering be approved as follows.

Proposed semester of first offering: September 2022

- Page 155** **S-202204.35**
New Course Approval – ENGR 639
 That, on the recommendation of the Senate Committee on Academic Affairs, the new course ENGR 639-3 Advanced Structural Fire Engineering be approved as follows.
Regular **Proposed semester of first offering:** September 2022
- Page 160** **S-202204.36**
New Course Approval – IENG 624
 That, on the recommendation of the Senate Committee on Academic Affairs, the new course IENG 624-3 Envelope Design be approved as follows.
Regular **Proposed semester of first offering:** September 2022
- Page 165** **S-202204.37**
New Course Approval – IENG 650
 That, on the recommendation of the Senate Committee on Academic Affairs, the new course IENG 650-3 CAD/BIM in the Construction Industry be approved as follows.
Regular **Proposed semester of first offering:** September 2022
- Page 170** **S-202204.38**
Course Deletion – CIVE 411
 That, on the recommendation of the Senate Committee on Academic Affairs, the deletion of CIVE 411-3 Project management, on page 101 and 194 of the 2021/2022 undergraduate calendar, be approved as proposed.
Consent **Effective date:** September 2022
- Page 173** **S-202204.39**
Course Deletion – IENG 719
 That, on the recommendation of the Senate Committee on Academic Affairs, the deletion of IENG 719-3 Special Topics I, on page 63 and 113 of the 2021/2022 undergraduate calendar, be approved as proposed.
Consent **Effective date:** September 2022
- Page 176** **S-202204.40**
Course Deletion – IENG 724
 That That, on the recommendation of the Senate Committee on Academic Affairs, the deletion of the course IENG 724 - Building Science II, on pages 63 and 113 of the 2021/2022 graduate calendar, be approved as proposed.
Consent **Effective date:** September 2022
- Page 178** **S-202204.41**
Change(s) to Course Prerequisites – CIVE 320
 That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the course prerequisite of CIVE 320-3 Structural Analysis I on page 193 of the 2021/2022 undergraduate calendar, be approved as proposed.
Consent **Effective date:** September 2022
- Page 180** **S-202204.42**
Change(s) to Course Title and Description – IENG 614
 That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the course title and course description for IENG 614-3 Building Science I, on pages 63 and 114 of the 2021/2022 graduate calendar, be approved as proposed.
Consent **Effective date:** September 2022
- Page 182** **S-202204.43**
Change(s) to Course Prerequisites – IENG 722
 That, on the recommendation of the Senate Committee on Academic Affairs, the change to the prerequisites for IENG 722-3 Project Design II, on page 113 of the 2021/2022 graduate calendar, be approved as proposed.

Consent **Effective date:** September 2022

Page 185 **S-202204.44**

Change(s) to Course Title and Prerequisites – IENG 727

That, on the recommendation of the Senate Committee on Academic Affairs, the change to the course title and prerequisites for IENG 727-3 Wood Processing, on pages 63 and 113 of the 2021/2022 graduate calendar, be approved as proposed.

Consent **Effective date:** September 2022

Page 187 **S-202204.45**

Change(s) to Course Title and Description – IENG 729

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the course title and the course description for IENG 729-3 Special Topics II, on pages 63 and 114 of the 2022/2023 graduate calendar, be approved as proposed.

Consent **Effective date:** September 2022

Page 189 **S-202204.46**

Change(s) to Course Title and Prerequisites – IENG 731

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the course name and the prerequisites for IENG 731-9 Project Design III, on pages 63 and 114 of the 2021/2022 graduate calendar, be approved as proposed.

Consent **Effective date:** September 2022

Page 191 **S-202204.47**

Change(s) to Course Title and Prerequisites – IENG 738

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the course title and the prerequisites for IENG 738-3 Analysis, on pages 63 and 114 of the 2021/2022 graduate calendar, be approved as proposed.

Consent **Effective date:** September 2022

Page 193 **S-202204.48**

Change(s) to Program Requirements – MEng.

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the Integrated Wood Design program requirements on page 63 of the 2022 graduate calendar, be approved as proposed.

Consent **Effective date:** September 2022

Page 196 **S-202204.49**

Memorandum of Understanding – McLeod Lake Indian Band

That, on the recommendation of the Senate Committee on Academic Affairs, the Memorandum of Understanding with McLeod Lake Indian Band be approved as proposed.

Regular **Effective Date:** September 1, 2022

Page 202 **S-202204.50**

Motion to Repeal – *Animal Care and Use Policy*

That, on the recommendation of the Senate Committee on Academic Affairs, the *Animal Care and Use Policy*, last revised and approved by Senate December 2013, be repealed.

Regular **Effective Date:** Upon the approval of Senate

For Information

Animal Care and Use Policy Approved April 2022 [Page 208](#)

Animal Care and Use Committee Terms of Reference [Page 214](#)

11.3 Steering Committee of Senate

Zogas

11.4 Senate Committee on Nominations

Zogas

For Approval Items:

Regular

S-202204.51

Recommendation of Senate Committee Members to Senate

That, on the recommendation of the Senate Committee on Nominations, the following candidates, who have met all eligibility requirements to serve on Senate committees as indicated, be appointed as proposed.

Effective date: April 20, 2022

SENATE COMMITTEE POSITION TO BE FILLED

(except as otherwise noted, all terms begin immediately)

CANDIDATE

Senate Committee Vacancies)

Steering Committee of Senate

Student Senator (08/31/2022)

Senate Committee on Nominations

Faculty Senator (03/31/2023)

Lay Senator (03/31/2024)

Senate Committee on Admissions and Degrees

Graduate Student (08/31/2022)

Undergraduate Student (08/31/2022)

Senate Committee on Academic Affairs

Faculty Member (03/31/2023)

Student Senator (08/31/2022)

Senate Committee on Indigenous Initiatives

Indigenous Undergraduate Student (08/31/2022)

Senate Committee on the University Budget

Graduate Student (08/31/2022)

11.5 Senate Committee on Curriculum and Calendar

Read

11.6 Senate Committee on Admissions and Degrees

Read

For Approval Items:

Page 220

S-202204.52

Change(s) Graduate Calendar – Admission Requirements

That, on the recommendation of the Senate Committee on Admissions and Degrees, the change(s) to the admission requirements for the Bachelor of Commerce program be approved as proposed.

Consent

Effective date: May 2022

Page 224

S-202204.53

Change(s) Graduate Calendar – Application Deadlines

That, on the recommendation of the Senate Committee on Admissions and Degrees, the change to graduate application deadlines on page 21 in the print or PDF calendar accessible on the UNBC web page of the 2021/2022 graduate calendar, be approved as proposed.

Consent

Effective date: May 2022

Page 228

S-202204.54

Change(s) Graduate Calendar – Admission Master’s Degree

That, on the recommendation of the Senate Committee on Admissions and Degrees, the changes to the description of Admission to the Master’s Degree as a Conditionally Admitted Mature Student, on page 23 of the 2021/22 PDF graduate calendar be approved as proposed.

Regular

Effective date: September 2022

Page 230

S-202204.55

Change(s) to Graduate Calendar– Permission for Undergraduates

That, on the recommendation of the Senate Committee on Admissions and Degrees, the changes to the description of Permission for Undergraduates to Take Graduate Coursework on page 24 of the 2021/22 PDF graduate calendar be approved as proposed.

Regular **Effective date:** September 2022

Page 232 S-202204.56

Change(s) to Graduate Calendar– Admission Doctoral degree

That the changes to the description for admission to a Doctoral degree on page 31 of the 2021/22 Graduate calendar be approved as proposed.

Regular **Effective date:** September 2022

11.7 Senate Committee on Indigenous Initiatives Harder

11.8 Senate Committee on Honorary Degrees and Special Forms of Recognition Payne

11.9 Senate Committee on Scholarships and Bursaries Lewis

For Information Item:

Page 234 SCSB20220323.03 (approved)

PETRONAS Nursing Award

That the new Terms and Conditions for the PETRONAS Nursing Award be approved.
Effective: 2022-2023 Academic Year

Page 236 SCSB20220323.04 (approved)

Computer Science Entrance Award

That the revised Terms and Conditions for the Computer Science Entrance Award be approved.
Revisions Effective: 2022-2023 Academic Year

Page 238 SCSB20220323.05 (approved)

Northern Interior Cruising Committee Scholarship

That the revised Terms and Conditions for the Northern Interior Cruising Committee Scholarship be approved.
Revisions Effective: 2022-2023 Academic Year

Page 240 SCSB20220323.06 (approved)

SCSB Annual Report

That the list SCSB 2021-2022 Annual Report be approved.
Effective Date: March 2022

11.10 Senate Committee on University Budget Gehloff

12.0 Information

13.0 Other Business

14.0 S-202204.57 (10 minutes)

Move to the Closed Session

That the meeting move to Close Session.

15.0 S-202204.63

Adjournment

That the Senate meeting be adjourned.

Procedures

SEARCH COMMITTEES FOR ACADEMIC VICE- PRESIDENTS AND OTHER SENIOR ACADEMIC ADMINISTRATORS

Number: GV 3.1

Classification: Governance

Procedural Authority: Senate and Board of
Governors

Procedural Officer: President

Effective Date:

Supersedes: January 2019

Date of Last Review/Revision: March 2022

Mandated Review Date: March 2029

Parent Policy: These Procedures are enacted under the *University Act*.

Table of Contents

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1.0 PURPOSE

[Section 27\(2\)\(f\) of the University Act \[RSBC 1996\] c. 468](#), grants the Board the power, with the approval of senate, to establish procedures for the recommendation and selection of candidates for president, deans, librarians, registrar and other senior academic administrators as the board may designate;

2.0 SCOPE

These Procedures apply to Search Committees for Senior Academic Administrators, including: Academic Vice-Presidents, Associate Academic Vice-Presidents, Vice-Provosts, Academic Deans, Senior Academic Directors, the Registrar, the University Librarian and any other senior academic administrator as the Board may designate. The Search Committees for the President, and for the Associate Vice-President Medicine are addressed in separate Procedures.

3.0 PROCEDURES

3.1 Role of Search Committees

Search Committees are advisory to the President and are tasked with generating ranked short lists of candidates for positions. Each Committee will be responsible for the following:

- 3.1.1 reviewing the position and desired qualifications and qualities of candidates, in consultation with appropriate constituents and constituency groups;
- 3.1.2 reviewing and advising on advertising;
- 3.1.3 reviewing the General Search Process Rules outlined below, and recommending reasonable modifications to the Chair, as appropriate for specific searches or positions;
- 3.1.4 overseeing the fair and equitable application of the General Search Process Rules, with the advice of Human Resources professionals, and external search consultants if applicable;
- 3.1.5 Ensuring best practices are followed with respect to confidentiality and declarations of conflict of interest and bias; and
- 3.1.6 Monitoring and encouraging the application of best practices in equity and diversity in the posting and advertising, in the search and interview process, and in the making of hiring recommendations.

3.2 General Search Process Rules

3.2.1 A new search committee ~~will be~~ is assembled for each Senior Academic Administrator search.

3.2.2 The University ~~will ensure~~ ensures that prior to the Committee commencing its work, Committee members are provided with training and orientation on best practices with respect to equity and diversity in recruitment and search processes.

3.3.3 The Chair, in consultation with the Search Committee, ~~will~~ considers current best practices and the advice of Human Resources professionals, and search consultants where applicable, in determining the appropriate level of openness of each search, and in the interests of ensuring the broadest and most qualified applicant pool.

3.3.4 Senior Administrators and Program Chairs ~~will have~~ are provided an opportunity to meet short-listed candidates in informal sessions at the appropriate stage of the search process. Others may be included for specific searches, at the recommendation of the Search Committee Chair, in consultation with the Search Committee.

3.3.5 In making a recommendation, to the Board, in the case of Vice-Presidential searches, and to the President for all other searches, the Search Committee Chair ~~will~~ provides a fulsome report on the search process, deliberations, and rationale for the recommendation.

3.3 Search Committee Composition

<p>President (or designate) for Academic Vice-Presidents (Provost, Research)</p> <p>Provost and Vice-President Academic (or designate) for all other senior academic positions covered by these Procedures</p>	<p>Chair</p>	<p>1</p>
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<p>Board Chair or Designate for Academic Vice-President searches only</p>	<p>Designate must be an external (Order in Council) Board Member</p>	<p>0-1</p>
<p>Two Vice, or Associate-Vice, Presidents for Academic Vice-President searches</p> <p>One Vice, or Associate-Vice-President for all other searches</p>	<p>Appointed by the Committee Chair (Academic & Administrative Vice Presidents and Associate Vice-Presidents eligible)</p>	<p>1-2</p>
<p>Two Academic Deans (for Academic Vice-Presidents and Academic Deans)</p> <p>One Academic Dean for all other searches</p>	<p>Appointed by the Chair in consultation with the Academic Deans</p>	<p>1-2</p>
<p>One Senior Academic Director</p>	<p>Appointed by the Chair</p>	<p>1</p>
<p>Four to Six Faculty Members with tenure or tenure-track appointments</p>	<p>Six <u>Elected by Faculty Members</u> in a manner that ensures representation from both Colleges <u>or representation from different Colleges/Faculties</u> in the event that there are more than two Colleges</p> <p>In a search for an Academic Vice-President, <u>elected faculty members should ensure representation from all Faculties and</u> at least one faculty member is to be a Research Chair or former Research Chair, <u>and least one faculty member is to be tenure or tenure-track appointment.</u></p> <p>*in the case of a search for a University Librarian, at least one</p>	<p><u>4-6</u></p>

	<p>member should be a faculty Librarian Member</p> <p><u>*in the case of a search for a Registrar, there should be four faculty members with an additional two staff representatives from the Office of the Registrar</u></p>	
One to Three Staff Representatives	<p>One staff member appointed by the Chair from among all non-faculty employees who are not senior administrators. When searching for a University Librarian or a University Registrar, the staff representative should be drawn from those offices respectively.</p> <p><u>*in the case of a search for the Registrar there should be an additional two staff representatives</u></p>	1-3
Two students	Appointed or elected by the Undergraduate and Graduate Student Societies	2
Up to two additional members to address equity, diversity, gender balance, aboriginal <u>Indigenous</u> or regional representation, and / or to address any other key areas of responsibility (for the position being recruited to) not otherwise covered by the Committee members appointed or selected above	Appointed by the Committee Chair in consultation with the Committee Members. If 1 <u>one</u> additional member is added under this section, that appointee may be from <u>any</u> UNBC employee, governance or stakeholder group. If 2 <u>two</u> additional members are added, at least 1 <u>one</u> must be a faculty member.	0-2
NON-VOTING – RESOURCE MEMBERS: Director of Human Resources (or designate) +appropriate Human Resources support personnel, including someone with equity and diversity	Determined by the AVP People or <u>by the Director of Human Resources</u>	

expertise and Search Consultants as applicable		
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- ~~5. These Procedures are effective on approval of both the Board and Senate, and replace any previously approved Selection Procedures and Search Committee Terms of Reference for Senior Academic Administrators covered by these Procedures.~~

DRAFT

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the additions and changes to the program requirements and regulations for the Nursing MScN (FNP) and MScN: Thesis or Project Option on pages 79-81 of the 2021/2022 graduate calendar (PDF), be approved as proposed.

1. **Effective date:** September 2022

2. **Rationale for the proposed revisions:**

The School of Nursing has a focus on northern and rural nursing and would like expectations around clinical practicum placements and associated costs to be very clear to prospective students. While 'Program Costs' sections currently exist under each program's requirements, by moving that information forward to the program regulations and tying it directly to a new section that sets out clinical practica expectations, it makes these expectations more explicit and creates alignment in expectations across our programs.

3. **Implications of the changes for other programs, etc., if applicable:** None

4. **Reproduction of current Calendar entry for the item to be revised:**

The Master of Science in Nursing: Family Nurse Practitioner Program is a practice-oriented, theory-based degree that prepares graduates to be autonomous practitioners, leaders, role models, and educators in primary health care. The focus of the Family Nurse Practitioner Program is general family practice—that is care for individuals, families, groups and communities across all life stages. Family Nurse Practitioners are health professionals who have achieved advanced nursing practice competencies at the graduate level of nursing education. Nurse Practitioners, who are regulated by the British Columbia College of Nursing Professionals, provide health care services from a holistic nursing perspective, integrated with the autonomous diagnosis and treatment of acute and chronic illness, including ordering diagnostic tests and prescribing medications.

The Master of Science in Nursing Program (Thesis or Project) leads to an advanced nursing practice degree that focuses on preparing graduates across a range of areas and specialties to act as autonomous practitioners. In addition, this program aims to prepare graduates as interprofessional collaborators, nurse researchers, leaders, educators, change agents, and role models. Graduates of this program will work in a variety of health care settings as clinical nurse specialists, educators, administrators, and researchers, and will work with diverse populations across all age groups.

Both programs focus on the preparation of graduates for advanced nursing practice in rural and northern communities. Courses address the following: community and program development and evaluation; debates influencing health care policy; application of research and evidence-based practice; promotion of the health of Indigenous Peoples; and development of nursing knowledge in relation to advanced practice nursing.

Required courses for the MScN (FNP) and MScN are available by distance, with some on-site (face-to-face) requirements and required clinical practice in the MScN (FNP) Program. The programs are

designed to allow professional nurses to complete their degree on a full-time or part-time basis.

Criminal Records Search

All students in the Master of Science in Nursing program are required to submit a Criminal Record Check search prior to the first day of classes in their entry semester and prior to the commencement of their first clinical courses.

Domestic applicants must supply a Criminal Record Check search result after receiving an offer of admission and before the first day of classes; the search result is not required with the application. International applicants must submit a Criminal Record Check search result provided by their local policy authority upon application, and will also be required to submit a British Columbia Criminal Record Check if offered admission. The Office of the Registrar will provide instructions to domestic and international applicants who have accepted offers of admission on how to complete a British Columbia Criminal Record Check.

Immunizations

All students who will be undertaking clinical learning experiences must submit records of current status of the following immunizations prior to commencement of the clinical courses: diphtheria, tetanus, poliomyelitis, measles, mumps, rubella, hepatitis B and varicella. A Mantoux test (PPD) for tuberculosis is also recommended within one month of entering the clinical setting. Failure to have up-to-date immunizations may result in the student not being permitted to practice in a clinical setting.

CPR Certification

All students who will be undertaking clinical learning experiences must provide proof of current CPR certification, level C, prior to commencement of the clinical courses.

British Columbia College of Nursing Professionals Requisite Skills and Abilities

All students who apply to the UNBC MScN (FNP) and MScN Programs must demonstrate the capacity to meet British Columbia College of Nursing Professionals (BCCNP) Requisite Skills and Abilities, and sign the BCCNP form attesting to that capacity.

Standards of Professional Conduct

In addition to fulfilling all University and Program expectations, all students are expected to abide by professional standards as set forth in the current BCCNP Professional Standards for Registered Nurses and Nurse Practitioners and the Canadian Nurses Association (CNA) Code for Ethics for Registered Nurses. Violation of professional standards may result in suspension or dismissal from the program or the educational institution.

Misconduct

Any conduct that violates the ethical or legal standards of UNBC or BCCNP, particularly those related to academic dishonesty and professional conduct, are considered serious offenses. Academic misconduct and/or professional misconduct may result in the student being required to withdraw from the MScN Program and possibly the University. Satisfactory academic performance is not the sole criterion for progression or graduation. The UNBC School of Nursing reserves the right to require a student to withdraw from the student's program if the student is considered to be unsuited to proceed with the study or practice of advanced practice nursing.

Academic Performance

All MScN students must adhere to all Graduate Program Admissions and Regulations as outlined in the UNBC Graduate Calendar. Students may be removed from a clinical learning experience or setting due to "unsafe or unprofessional" performance or conduct and may receive a final grade of F in that course.

MScN (FNP) Family Nurse Practitioner Program

Admission to Family Nurse Practitioner Program

In addition to the application requirements outlined in Section 1.0 of the Graduate Academic Calendar, applicants for the Family Nurse Practitioner Program are required to submit the following for consideration of admission:

- Three Assessment Reports on Applicant for Admission to Graduate Studies. Letters of reference may accompany the Assessment Reports. At least one of the assessments/letters must be from a health professional from the prospective student's most recent practice setting;
- An academic transcript showing undergraduate courses in nursing theory, health assessment, community health nursing, and research;
- Nursing practice résumé or curriculum vitae;
- Criminal records searches;
- Successful completion of the San'yas Indigenous Cultural Safety Training within the previous two years prior to the semester of admission to the MScN (FNP) Program;
- Evidence of at least two years' full-time practice experience, or equivalent, following completion of the Baccalaureate degree;
- Evidence of active registration as a nurse in British Columbia. Note that annual documentation of current, practicing BCCNP licensure is required while enrolled in the program.

Recommendations:

The following recommendations, if undertaken, may strengthen applications to the UNBC MScN (FNP) Program, and may be beneficial in preparing applicants for the demands of an MScN (FNP) graduate program. Applicants are strongly encouraged to successfully complete the following within three years prior to the semester of admission to the MScN (FNP) Program:

- an upper-division or graduate-level anatomy and physiology course
- an academic writing course
- a graduate-level research methods course

Application deadlines can be found in the Graduate Programs Admissions and Regulations section of the Graduate Calendar at www.unbc.ca/calendar/graduate/admissions.

The MScN (FNP) Program accepts students for the September Semester.

Family Nurse Practitioner Program Requirements

51 credit hours of MScN and Nurse Practitioner courses are required. On-site instruction is a required component of five courses. Placements for clinical experiences will be in rural and northern communities. A final project completes the degree.

NURS 602-3	Pathophysiology
NURS 603-3	Health Assessment and Diagnostic Reasoning
NURS 604-3	The Healing and Well-being of Indigenous Peoples
NURS 605-3	Pharmacological Management and Therapeutic Interventions
NURS 606-3	Developing Nursing Knowledge
NURS 607-3	Appraising and Synthesizing Evidence for Practice
NURS 608-3	Ethics, Accountability and Responsibility for Practice
NURS 703-3	Health Program Planning, Community Development and Evaluation
NURS 704-3	Leadership in Health Care and Practice
NURS 720-6	Practicum: Integrating Primary Health Care I
NURS 730-6	Practicum: Integrating Primary Health Care II
NURS 790-9	Nurse Practitioner Internship
NURS 798-3	Nurse Practitioner Project

Program Costs

Costs associated with study in the MScN (FNP) Program are the responsibility of the individual student, including transportation costs, and any expenses involved in academic studies, lab, and clinical practice. This includes travel, accommodation, and living expenses associated with required clinical practice or travel to campus for required face-to-face (on campus) coursework. See the Fees section in this calendar.

MScN Program - Thesis or Project Option

Admission to MScN Program

In addition to the application requirements outlined in Section 1.0 of the Graduate Academic Calendar, applicants for the Academic Master's Program are required to submit the following for consideration of admission:

- Three Assessment Reports on Applicant for Admission to Graduate Studies. Letters of reference may accompany the Assessment Reports. At least one of the assessments/letters must be from a health professional from the prospective student's most recent practice setting.
- An academic transcript showing undergraduate courses in nursing theory, health assessment, community health nursing, and research.
- Nursing practice résumé or curriculum vitae.
- Criminal records searches prior to being admitted.
- Evidence of active registration in the jurisdiction in which the student resides while taking the program. Note that annual documentation of current licensure is required while enrolled in the program.

Application deadlines can be found in the Graduate Programs Admissions and Regulations section of the Graduate Calendar at www.unbc.ca/calendar/graduate/admissions.

The MScN Program accepts students for the September and January Semesters.

Thesis Option Requirements

18 credit hours of MScN courses are required, as well as 3 credit hours of electives. Students must also complete a 12 credit hour independent research thesis, for a total of 33 credit hours.

NURS 604-3	The Healing and Well-being of Indigenous Peoples
NURS 606-3	Developing Nursing Knowledge
NURS 607-3	Appraising and Synthesizing Evidence for Practice
NURS 618-3	Research Approaches for Nursing and Health
NURS 619-3	Qualitative Research in Nursing and Health
	or NURS 620-3 Quantitative Research in Nursing and Health
NURS 704-3	Leadership in Health Care and Practice

Electives

At least 3 credit hours of graduate-level study at or above the 600 level are required. The purpose of the elective(s) is to broaden the student's depth and scope of learning on a particular topic of interest. The supervisory committee will ensure the appropriate selection of relevant elective course(s).

Thesis

NURS 799-12	Thesis
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MScN Thesis students must write and defend an independent research thesis. The thesis entails research in a topic area developed in consultation with the student's supervisory committee. Oral examination is required as per University regulations.

Project Option Requirements

18 credit hours of MScN courses are required, as well as 9 credit hours of electives. Students must also complete a 6 credit hour independent project, for a total of 33 credit hours.

NURS 604-3	The Healing and Well-being of Indigenous Peoples
NURS 606-3	Developing Nursing Knowledge
NURS 607-3	Appraising and Synthesizing Evidence for Practice
NURS 618-3	Research Approaches for Nursing and Health
NURS 703-3	Health Program Planning, Community Development and Evaluation

or NURS 705-3 Mobilizing Knowledge in Health and Health Care
NURS 704-3 Leadership in Health Care and Practice

Electives

At least 9 credit hours of graduate-level study at or above the 600 level are required. The purpose of the electives is to broaden the student's depth and scope of learning on a particular topic of interest. The supervisory committee will ensure the appropriate selection of relevant elective course(s).

Project

NURS 797-6 MScN Project

MScN Project students must write and defend an independently completed project. The project entails addressing a topic of concern within nursing practice, education, administration or policy, such as clinical or patient focused outcomes, evidence-informed practice, quality improvement, knowledge translation, or theoretical investigation.

Program Costs

Costs associated with study in the MScN are the responsibility of the individual student, including transportation costs, and any expenses involved in academic studies, lab, and clinical practica. This includes travel, accommodation, and living expenses associated with required clinical practice or travel to campus for required face-to-face (on campus) coursework. See the Fees section in this calendar.

5. Proposed revision with changes underlined and deletions indicated clearly using "strikethrough":

The Master of Science in Nursing: Family Nurse Practitioner Program is a practice-oriented, theory-based degree that prepares graduates to be autonomous practitioners, leaders, role models, and educators in primary health care. The focus of the Family Nurse Practitioner Program is general family practice—that is care for individuals, families, groups and communities across all life stages. Family Nurse Practitioners are health professionals who have achieved advanced nursing practice competencies at the graduate level of nursing education. Nurse Practitioners, who are regulated by the British Columbia College of ~~Nursing Professionals-Nurses and Midwives~~, provide health care services from a holistic nursing perspective, integrated with the autonomous diagnosis and treatment of acute and chronic illness, including ordering diagnostic tests and prescribing medications.

The Master of Science in Nursing Program (Thesis or Project) leads to an advanced nursing practice degree that focuses on preparing graduates across a range of areas and specialties to act as autonomous practitioners. In addition, this program aims to prepare graduates as interprofessional collaborators, nurse researchers, leaders, educators, change agents, and role models. Graduates of this program ~~will~~ work in a variety of health care settings as clinical nurse specialists, educators, administrators, and researchers, and ~~will~~ work with diverse populations across all age groups.

Both programs focus on the preparation of graduates for advanced nursing practice in rural and northern communities. Courses address the following: community and program development and evaluation; debates influencing health care policy; application of research and evidence-based practice; promotion of the health of Indigenous Peoples; and development of nursing knowledge in relation to advanced practice nursing.

Required courses for the MScN (FNP) and MScN are available by distance, with some on-site (face-to-face) requirements and required clinical practice in the MScN (FNP) Program. The programs are designed to allow professional nurses to complete their degree on a full-time or part-time basis.

Clinical Practica Scheduling and Expectations

The MScN (FNP) Program plans clinical hours for students based on site and preceptor availability, and student learning needs to support student achievement of the BCCNM Entry Level NP Competencies.

Attendance for all required clinical hours is mandatory. Students who do not complete their total required practicum experience hours in each semester are at risk of failure. Students who are unable to attend their practicum due to unforeseen circumstances must contact their clinical faculty and the clinical area with as much notice as possible. The opportunity to make up missed clinical time within a semester is not guaranteed and is granted only in extreme extenuating circumstances.

The MScN (FNP) Program is focused on rural and northern community practice. Students are required to complete clinical practicum experience at sites across British Columbia, particularly in northern British Columbia.

Clinical practicum hours can be scheduled in any configuration, for dates and times within each semester based on site and preceptor availability. The students in the MScN (FNP) must complete 12 credit hours of practicum and 9 credit hours of consolidating internship.

NURS 701-6 Advanced Clinical Practice Nursing clinical hours and practice sites are tailored to the specific clinical focus.

Clinical practica are arranged by the School of Nursing. Students must be prepared to attend clinical practicum hours where and when assigned for the duration of the program.

Program Costs

Costs associated with study in the MScN (FNP) Program or the MScN Program – Thesis or Project Option are the responsibility of the individual student, including transportation costs, and any expenses involved in academic studies, lab, and clinical practica. These expenses may include travel, accommodation, and living expenses associated with required clinical practice or travel to campus for required face-to-face (on campus) coursework. See the Fees section in this calendar.

Criminal Records Search

All students in the Master of Science in Nursing program are required to submit a Criminal Record Check search prior to the first day of classes in their entry semester and prior to the commencement of their first clinical courses.

Domestic applicants must supply a Criminal Record Check search result after receiving an offer of admission and before the first day of classes; the search result is not required with the application. International applicants must submit a Criminal Record Check search result provided by their local policy authority upon application, and ~~will~~ are also ~~be~~ required to submit a British Columbia Criminal Record Check if offered admission. The Office of the Registrar ~~will~~ provides instructions to domestic and international applicants who have accepted offers of admission on how to complete a British Columbia Criminal Record Check.

Immunizations

All students ~~who will be~~ undertaking clinical learning experiences must submit records of current status of the following immunizations prior to commencement of the clinical courses: diphtheria, tetanus, poliomyelitis, measles, mumps, rubella, hepatitis B, ~~and~~ and varicella, ~~and~~ and COVID-19. A Mantoux test (PPD) for tuberculosis is also recommended within one month of entering the clinical setting. Failure to have up-to-date immunizations may result in the student not being permitted to practice in a clinical setting.

CPR Certification

All students ~~who will be~~ undertaking clinical learning experiences must provide proof of current CPR certification, level C, prior to commencement of the clinical courses.

British Columbia College of Nursing Professionals Requisite Skills and Abilities

All students who apply to the UNBC MScN (FNP) and MScN Programs must demonstrate the capacity to meet British Columbia College of ~~Nursing Professionals~~ Nurses and Midwives (BCCNPM) Requisite Skills

and Abilities, and sign the BCCNPM form attesting to that capacity.

Standards of Professional Conduct

In addition to fulfilling all University and Program expectations, all students are expected to abide by professional standards as set forth in the current BCCNPM Professional Standards for Registered Nurses and Nurse Practitioners and the Canadian Nurses Association (CNA) Code for Ethics for Registered Nurses. Violation of professional standards may result in suspension or dismissal from the program or the educational institution.

Misconduct

Any conduct that violates the ethical or legal standards of UNBC or BCCNPM, particularly those related to academic dishonesty and professional conduct, are considered serious offenses. Academic misconduct and/or professional misconduct may result in the student being required to withdraw from the MScN Program and possibly the University. Satisfactory academic performance is not the sole criterion for progression or graduation. The UNBC School of Nursing reserves the right to require a student to withdraw from the student's program if the student is considered to be unsuited to proceed with the study or practice of advanced practice nursing.

Academic Performance

All MScN students must adhere to all Graduate Program Admissions and Regulations as outlined in the UNBC Graduate Calendar. Students may be removed from a clinical learning experience or setting due to "unsafe or unprofessional" performance or conduct and may receive a final grade of F in that course.

MScN (FNP) Family Nurse Practitioner Program

Admission to Family Nurse Practitioner Program

In addition to the application requirements outlined in Section 1.0 of the Graduate Academic Calendar, applicants for the Family Nurse Practitioner Program are required to submit the following for consideration of admission:

- Three Assessment Reports on Applicant for Admission to Graduate Studies. Letters of reference may accompany the Assessment Reports. At least one of the assessments/letters must be from a health professional from the prospective student's most recent practice setting;
- An academic transcript showing undergraduate courses in nursing theory, health assessment, community health nursing, and research;
- Nursing practice résumé or curriculum vitae;
- Criminal records searches;
- Successful completion of the San'yas Indigenous Cultural Safety Training within the previous two years prior to the semester of admission to the MScN (FNP) Program;
- Evidence of at least two years' full-time practice experience, or equivalent, following completion of the Baccalaureate degree;
- Evidence of active registration as a nurse in British Columbia. Note that annual documentation of current, practicing BCCNPM licensure is required while enrolled in the program.

Recommendations:

The following recommendations, if undertaken, may strengthen applications to the UNBC MScN (FNP) Program, and may be beneficial in preparing applicants for the demands of an MScN (FNP) graduate program. Applicants are strongly encouraged to successfully complete the following within three years prior to the semester of admission to the MScN (FNP) Program:

- an upper-division or graduate-level anatomy and physiology course
- an academic writing course
- a graduate-level research methods course

Application deadlines can be found in the Graduate Programs Admissions and Regulations section of the Graduate Calendar at www.unbc.ca/calendar/graduate/admissions.

The MScN (FNP) Program accepts students for the September Semester.

Family Nurse Practitioner Program Requirements

51 credit hours of MScN and Nurse Practitioner courses are required. On-site instruction is a required component of five courses. Placements for clinical experiences ~~will be~~ are in rural and northern communities. A final project completes the degree.

NURS 602-3	Pathophysiology
NURS 603-3	Health Assessment and Diagnostic Reasoning
NURS 604-3	The Healing and Well-being of Indigenous Peoples
NURS 605-3	Pharmacological Management and Therapeutic Interventions
NURS 606-3	Developing Nursing Knowledge
NURS 607-3	Appraising and Synthesizing Evidence for Practice
NURS 608-3	Ethics, Accountability and Responsibility for Practice
NURS 703-3	Health Program Planning, Community Development and Evaluation
NURS 704-3	Leadership in Health Care and Practice
NURS 720-6	Practicum: Integrating Primary Health Care I
NURS 730-6	Practicum: Integrating Primary Health Care II
NURS 790-9	Nurse Practitioner Internship
NURS 798-3	Nurse Practitioner Project

Program Costs

~~Costs associated with study in the MScN (FNP) Program are the responsibility of the individual student, including transportation costs, and any expenses involved in academic studies, lab, and clinical practice. This includes travel, accommodation, and living expenses associated with required clinical practice or travel to campus for required face-to-face (on campus) coursework. See the Fees section in this calendar.~~

MScN Program - Thesis or Project Option

Admission to MScN Program

In addition to the application requirements outlined in Section 1.0 of the Graduate Academic Calendar, applicants for the Academic Master's Program are required to submit the following for consideration of admission:

- Three Assessment Reports on Applicant for Admission to Graduate Studies. Letters of reference may accompany the Assessment Reports. At least one of the assessments/letters must be from a health professional from the prospective student's most recent practice setting.
- An academic transcript showing undergraduate courses in nursing theory, health assessment, community health nursing, and research.
- Nursing practice résumé or curriculum vitae.
- Criminal records searches prior to being admitted.
- Evidence of active registration in the jurisdiction in which the student resides while taking the program. Note that annual documentation of current licensure is required while enrolled in the program.

Application deadlines can be found in the Graduate Programs Admissions and Regulations section of the Graduate Calendar at www.unbc.ca/calendar/graduate/admissions.

The MScN Program accepts students for the September and January Semesters.

Thesis Option Requirements

18 credit hours of MScN courses are required, as well as 3 credit hours of electives. Students must also complete a 12-credit-hour independent research thesis, for a total of 33 credit hours.

NURS 604-3	The Healing and Well-being of Indigenous Peoples
NURS 606-3	Developing Nursing Knowledge

NURS 607-3	Appraising and Synthesizing Evidence for Practice
NURS 618-3	Research Approaches for Nursing and Health
NURS 619-3	Qualitative Research in Nursing and Health
or NURS 620-3	Quantitative Research in Nursing and Health
NURS 704-3	Leadership in Health Care and Practice

Electives

At least 3 credit hours of graduate-level study at or above the 600 level are required. The purpose of the elective(s) is to broaden the student's depth and scope of learning on a particular topic of interest. The supervisory committee will ensure the appropriate selection of relevant elective course(s).

Thesis

NURS 799-12	Thesis
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MScN Thesis students must write and defend an independent research thesis. The thesis entails research in a topic area developed in consultation with the student's supervisory committee. Oral examination is required as per University regulations.

Project Option Requirements

18 credit hours of MScN courses are required, as well as 9 credit hours of electives. Students must also complete a 6-credit-hour independent project, for a total of 33 credit hours.

NURS 604-3	The Healing and Well-being of Indigenous Peoples
NURS 606-3	Developing Nursing Knowledge
NURS 607-3	Appraising and Synthesizing Evidence for Practice
NURS 618-3	Research Approaches for Nursing and Health
NURS 703-3	Health Program Planning, Community Development and Evaluation
or NURS 705-3	Mobilizing Knowledge in Health and Health Care
NURS 704-3	Leadership in Health Care and Practice

Electives

At least 9 credit hours of graduate-level study at or above the 600 level are required. The purpose of the electives is to broaden the student's depth and scope of learning on a particular topic of interest. The supervisory committee will ensure the appropriate selection of relevant elective course(s).

Project

NURS 797-6	MScN Project
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MScN Project students must write and defend an independently completed project. The project entails addressing a topic of concern within nursing practice, education, administration or policy, such as clinical or patient focused outcomes, evidence-informed practice, quality improvement, knowledge translation, or theoretical investigation.

Program Costs

~~Costs associated with study in the MScN are the responsibility of the individual student, including transportation costs, and any expenses involved in academic studies, lab, and clinical practice. This includes travel, accommodation, and living expenses associated with required clinical practice or travel to campus for required face-to-face (on-campus) coursework. See the Fees section in this calendar.~~

6. Authorization:

SCCC Review Date: February 28, 2022

Program / Academic / Administrative Unit: School of Nursing

Faculty: Human and Health Sciences

Faculty Council Motion Number: FHHSFC.2022.03.17.13

Faculty Council Approval Date: March 17, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

7. **Other Information**

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF: _____
Date

MATD

Chair's Signature

For recommendation to ✓ , or information of _____ Senate.

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the change to the title and course description for NURS 608-3 Ethics, Accountability and Responsibility for Practice, on page 120 of the 2021-2022 graduate calendar (PDF), be approved as proposed.

1. **Effective date:** September 2022

2. **Rationale for the proposed revisions:**

The need for changes in this course description surfaced over the past two years as it became clear there was overlap of ethics related content in NURS 606-3, and a shift of content out to NURS 704-3. There was also a need identified to provide clarity as to the content of the course, when students in the course last year understood it to be more specifically a health ethics and law course, despite the course always having a practice lens.

NURS 704-3 is delivered to MScN (FNP) students in the first semester of the program, setting the scaffolding and preparation for students to engage in NURS 608-3. The practice roles and accountabilities focus of NURS 608-3 is the frame within which content related to ethics and law is contextualized, so the course is not a foundational health care ethics course as the current course name might imply.

The addition of NURS 704-3 and the evolution of content in NURS 608-3 has been part of an organic reconceptualization of the MScN (FNP) curriculum in response to the changing context of NP practice that has required ready to use leadership and practice skills with new graduates being hired into independent contractor positions.

3. **Implications of the changes for other programs, etc., if applicable:** None

4. **Reproduction of current Calendar entry for the item to be revised:**

NURS 608-3 Ethics, Accountability and Responsibility for Practice This course emphasizes health care ethics and ethical practice as well as the legislative acts, regulations and bylaws of the family nurse practitioner role as it evolves in British Columbia. Implications for those factors on professional responsibility, accountability and practice management are also addressed. The importance of personal responsibility for continued professional development and maintaining family nurse practitioner competence is also emphasized.

5. **Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

~~**NURS 608-3 Ethics, Accountability and Responsibility for Practice** This course emphasizes health care ethics and ethical practice as well as the legislative acts, regulations and bylaws of the family nurse practitioner role as it evolves in British Columbia. Implications for those factors on professional responsibility, accountability and practice management are also addressed. The importance of personal responsibility for continued professional development and maintaining family nurse practitioner competence is also emphasized.~~

Nurse Practitioner Professional Practice This course focuses on building an in-depth understanding of family nurse practitioner practice in British Columbia, including related legislative, regulatory and professional

practice concepts. The course addresses the professional responsibility, accountability, and practice management implications of the family nurse practitioner role, and emphasizes the responsibility for continued professional development and maintenance of the family nurse practitioner's competence and fitness to practice.

6. Authorization:

SCCC Review Date: February 28, 2022

Program / Academic / Administrative Unit: School of Nursing

College: Faculty of Human and Health Sciences

Faculty Council Motion Number: FHHSFC.2022.03.17.10

Faculty Council Approval Date: March 17, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

7. Other Information

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

For recommendation to ✓ , or information of _____ Senate.

Motion Number (assigned by S-202204.06
Steering Committee of Senate): _____

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the change to the course description for NURS 798-(3) Nurse Practitioner Project, on page 122 of the 2021-2022 graduate calendar (PDF), be approved as proposed.

1. **Effective date:** September 2022

2. **Rationale for the proposed revisions:**

The timing and requirements for the Nurse Practitioner Project are being revised to better suit the needs of the students, program, match the pedagogical intention of the project, and improve student's time for completion.

3. **Implications of the changes for other programs, etc., if applicable:** None

4. **Reproduction of current Calendar entry for the item to be revised:**

NURS 798-3 Nurse Practitioner Project In this course, which spans the final three semesters of the program, students undertake a practice-based project that examines and synthesizes knowledge in a critical area of concern to nurse practitioners. The project is completed under the supervision of a faculty member within the options and guidelines established by the program.

Prerequisites: Permission of the instructor

5. **Proposed revision with changes underlined and deletions indicated clearly using "strikethrough":**

NURS 798-3 Nurse Practitioner Project In this course, which spans the final three semesters of the program, students undertake a practice-based project that examines and synthesizes knowledge in a critical area of concern to nurse practitioners. ~~The project is completed under the supervision of a faculty member within the options and guidelines established by the program.~~

Prerequisites: ~~Permission of the instructor~~ NURS 607-3

Major Restriction: MScN (Family Nurse Practitioner) students

6. **Authorization:**

SCCC Review Date: February 28, 2022

Program / Academic / Administrative Unit: School of Nursing

Faculty: Human and Health Sciences

Faculty Council Motion Number: FHHSFC.2022.03.17.11

Faculty Council Approval Date: March 17, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number:

Senate Committee on First Nations and Aboriginal Peoples Meeting Date:

7. Other Information

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

Date

Chair's Signature

For recommendation to ✓ , or information of _____ Senate.

Motion Number (assigned by S-202204.07
Steering Committee of Senate): _____

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the change to the course description for NURS 308-3 Ethics and Law in Nursing, on page 255 of the 2021/2022 undergraduate calendar (PDF), be approved as proposed.

1. **Effective date:** September 2022
2. **Rationale for the proposed revisions:** Changing 'acts' to 'legislation', since 'acts' only refers to statutes, whereas both statutes and regulations are covered in the course.
3. **Implications of the changes for other programs, etc., if applicable:** None
4. **Reproduction of current Calendar entry for the item to be revised:**

NURS 308-3 Ethics and Law in Nursing This course examines ethical reasoning and the use of ethical theory in nursing practice decisions. Health care law as it relates to nursing practice is explored. Special focus is on the meaning and use of nursing practice acts, professional standards of practice and nursing codes of ethics.

Prerequisites: NURS 220-5, or permission of the Chair

Precluded: HHSC 201-3

5. **Proposed revision with changes underlined and deletions indicated clearly using "strikethrough":**

NURS 308-3 Ethics and Law in Nursing This course examines ethical reasoning and the use of ethical theory in nursing practice decisions, as well as ~~the~~ health care law as it relates to nursing practice ~~is explored~~. Special focus is placed on the meaning and use of nursing practice acts relevant legislation and case law, professional standards of practice, and the Canadian nursing codes ~~of~~ ethics.

Prerequisites: NURS 220-5, or permission of the Chair

Precluded: HHSC 201-3

6. **Authorization:**

SCCC Review Date: February 28, 2022

Program / Academic / Administrative Unit: School of Nursing

Faculty: Faculty of Human and Health Sciences

Faculty Council Motion Number: FHHSFC.2022.03.17.07

Faculty Council Approval Date: March 17, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

7. **Other Information**

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by: _____ **Seconded by:** _____

Committee Decision:

Approved by SCAAF: _____
Date _____ Chair's Signature _____

For recommendation to ✓ , **or information of** _____ **Senate.**

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the change to the course description for NURS 455-(6,8) Foundations in Emergency and Trauma Nursing, on page 258 of the 2021-2022 undergraduate calendar (PDF), be approved as proposed.

1. **Effective date:** September 2022

2. **Rationale for the proposed revisions:**

The requirement to have successfully complete the Canadian Triage and Acuity Scale (CTAS) training prior to undertaking the practicum portion of NURS 455-(6,8) is to ensure that students have the preparation necessary to undertake clinical practice in emergency and trauma nursing. As CTAS training needs to be updated regularly, we are including new language to amend our requirement to have successful completion of CTAS training within 24-months before practicum commences to ensure students are up to date on this training.

3. **Implications of the changes for other programs, etc., if applicable:** None

4. **Reproduction of current Calendar entry for the item to be revised:**

NURS 455-(6, 8) Foundations in Emergency and Trauma Nursing This course provides students with evidence-informed knowledge and skills to identify clients with critical conditions and to intervene effectively in situations of adult, geriatric, and pediatric emergency and trauma encountered in rural practice. The course includes a mandatory lab experience and practicum. Prior to the practicum, RNCP and Post-Diploma students must provide proof of successful completion of the Canadian Triage and Acuity Scale (CTAS). The RNCP and Post-Diploma BScN require the 6-credit hour course. The NCBNP requires the 8-credit hour course.

Prerequisites: For the 6-credit hour course, a minimum of one full-time year of acute care practice within the past five years for RNCP and Post-Diploma BScN students. For the 8-credit hour course, NURS 330-4, or permission of the Chair

Major Restriction: Rural Nursing Certificate Program or Post-Diploma BScN students, or permission of the Chair for the 6-credit hour course

Recommended: NURS 451-3

Precluded: NURS 417-4

5. **Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

NURS 455-(6, 8) Foundations in Emergency and Trauma Nursing This course provides students with evidence-informed knowledge and skills to identify clients with critical conditions and to intervene effectively in situations of adult, geriatric, and pediatric emergency and trauma encountered in rural practice. The course includes a mandatory lab experience and practicum. Prior to the practicum, RNCP and Post-Diploma students must provide proof of successful completion of the Canadian Triage and Acuity Scale (CTAS) within 24 months prior to the practicum commencing. The RNCP and Post-Diploma BScN require the 6-credit hour course. The NCBNP requires the 8-credit hour course.

Prerequisites: For the 6-credit hour course, a minimum of one full-time year of acute care practice within the past five years for RNCP and Post-Diploma BScN students. For the 8-credit hour course, NURS 330-4, or permission of the Chair

Major Restriction: Rural Nursing Certificate Program or Post-Diploma BScN students, or permission of the Chair for the 6-credit hour course

Recommended: NURS 451-3

Precluded: NURS 417-4

6. Authorization:

SCCC Review Date: February 28, 2022

Program / Academic / Administrative Unit: School of Nursing

Faculty: Human and Health Sciences

Faculty Council Motion Number: FHHSFC.2022.03.17.09

Faculty Council Approval Date: March 17, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

7. Other Information

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

Date

Chair's Signature

For recommendation to ✓ , or information of Senate.

Motion Number (assigned by
Steering Committee of Senate): S-202204.09

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the changes to the course title and description for NRSB 412-7 Professional Practice: Maternal and Child Health Nursing, on page 252 of the 2021-2022 undergraduate calendar (PDF), be approved as proposed.

1. **Effective date:** September 2022

2. **Rationale for the proposed revisions:**

Updating the course description and title of this course reflects real-world changes in perinatal care. No longer are women the sole recipients of perinatal care. Individuals who identify as transgender and non-binary are increasingly experiencing parenthood. The UNBC curricula should reflect these changes and support and validate the experiences of the LGBTQIA community.

3. **Implications of the changes for other programs, etc., if applicable:** None

4. **Reproduction of current Calendar entry for the item to be revised:**

NRSB 412-7 Professional Practice: Maternal and Child Health Nursing This course takes a strengths-based, woman- and family-centered approach to the care of childbearing and child-rearing families. Topics include normal pregnancy, birth, and child development, as well as selected common and high-risk conditions and illnesses encountered in childbearing and pediatric populations. Students integrate and extend previous learning in clinical practice experiences with families in both acute and community settings.

Prerequisites: NRSB 304-3 and NRSB 311-7

Major Restriction: Restricted to students in the NBNP

5. **Proposed revision with changes underlined and deletions indicated clearly using "strikethrough":**

NRSB 412-7 ~~Professional Practice: Maternal and Child Health Nursing~~ Professional Practice: Perinatal Health and Care of the Childbearing Family This course takes a strengths-based, ~~woman-~~ and family-centered approach to the care of the birthing person and childbearing ~~and child-rearing~~ families. Topics include normal pregnancy, birth, and child development, as well as selected common and high-risk conditions and illnesses encountered in childbearing and pediatric populations. Students integrate and extend previous learning in clinical practice experiences with families in both acute and community settings.

6. **Authorization:**

SCCC Review Date: February 28, 2022

Program / Academic / Administrative Unit: School of Nursing

Faculty: Human and Health Sciences

Faculty Council Motion Number: FHHSFC.2022.03.17.08

Motion Number (assigned by Steering Committee of Senate): S-202204.10

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED MOTION

Motion: That the change to the course description for NRSG 310-3 Introduction to Nursing Practice, on page 252 of the 2021-2022 undergraduate calendar (PDF), be approved as proposed.

Effective Date: September 2022

Rationale: The grade mode was listed as 'Normal' on the original New Course motion in error. This is strictly a clinical course, which are graded on a Pass/Fail basis in UNBC's undergraduate nursing programs.

Motion proposed by: Dr. Caroline Sanders

Academic Program: School of Nursing – January 18, 2022

Implications for Other Programs / Faculties? None

College: Faculty of Human and Health Sciences

College Council / Committee Motion Number: FHHSFC.2022.03.17.14

College Council / Committee Approval Date: March 17, 2022

Attachment Pages (if applicable): # 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

Date

Chair's Signature

For recommendation to , or information of _____ Senate.

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED MOTION

Motion: That the following motions related to the new Master of Arts in Counselling in Psychology approved by Senate on October 28, 2020 be rescinded:

- S-202010.04 New Program Approval – Masters of Arts in Counselling Psychology
- S-202010.05 New Program Approval – Masters of Arts in Counselling Psychology (calendar entry)

Effective Date: Upon the approval of Senate

Rationale: Changes to the MEd Counselling Specialization were approved by Senate in October 2020 and the Board of Governors in November 2020. The Department of Psychology submitted a *Determination of New Degree Form* and documentation to the Degree Quality Assessment Board to determine if the changes to the program were substantive enough whereby a new degree program proposal needed to be submitted to DQAB and the Minister for approval.

After an initial review, DQAB asked the Ministry to have an external review of nomenclature used at BC post-secondary institutions in the field of Counselling Psychology and the corresponding program requirements and expectations. UNBC met with the external reviewer in March 2021 and received the external report from the DQAB in June 2021.

Given the additional resources and supervisory hours needed to move from MEd Counselling Specialization to MA Counselling Psychology, the Department of Psychology, in consultation with the Dean, Human and Health Sciences, decided to stay with the MEd Counselling Specialization.

Motion proposed by: Paul Siakaluk – Chair, Department of Psychology

Academic Program: MEd Counselling Specialization

Implications for Other Programs / Faculties? None

Faculty: Faculty of Human and Health Sciences

Faculty Council / Committee Motion Number: FHHSFC.2022.03.17.04

Faculty Council / Committee Approval Date: March 17, 2022

Attachment Pages (if applicable): #0 pages

THE MOTION FORM IS NOW COMPLETE — PLEASE DISREGARD THE BLOCK BELOW

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to ✓, or information of _____ Senate.

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED MOTION

Motion: That the following motions related to the new Master of Arts in Counselling in Psychology New Courses approved by Senate on October 28, 2020 be rescinded:

- S-202010.06 New Course Approval – PSYC 701
- S-202010.07 New Course Approval – PSYC 710
- S-202010.08 New Course Approval – PSYC 711
- S-202010.09 New Course Approval – PSYC 713
- S-202010.10 New Course Approval – PSYC 714
- S-202010.11 New Course Approval – PSYC 715
- S-202010.12 New Course Approval – PSYC 716
- S-202010.13 New Course Approval – PSYC 717
- S-202010.14 New Course Approval – PSYC 718
- S-202010.15 New Course Approval – PSYC 719
- S-202010.16 New Course Approval – PSYC 721
- S-202010.17 New Course Approval – PSYC 722
- S-202010.18 New Course Approval – PSYC 723
- S-202010.19 New Course Approval – PSYC 724
- S-202010.20 New Course Approval – PSYC 727
- S-202010.21 New Course Approval – PSYC 792
- S-202010.22 New Course Approval – PSYC 793
- S-202010.23 New Course Approval – PSYC 797
- S-202010.24 New Course Approval – PSYC 798
- S-202010.25 New Course Approval – PSYC 799

Effective Date: Upon the approval of Senate

Rationale: Changes to the MEd Counselling Specialization were approved by Senate in October 2020 and the Board of Governors in November 2020. The Department of Psychology submitted a *Determination of New Degree Form* and documentation to the Degree Quality Assessment Board to determine if the changes to the program were substantive enough whereby a new degree program proposal needed to be submitted to DQAB and the Minister for approval.

After an initial review, DQAB asked the Ministry to have an external review of nomenclature used at BC post-secondary institutions in the field of Counselling Psychology and the corresponding program requirements and expectations. UNBC met with the external reviewer in March 2021 and received the external report from the DQAB in June 2021.

Given the additional resources and supervisory hours to move from MEd Counselling Specialization to MA Counselling Psychology, the Department of Psychology, in consultation with the Dean, Human and Health

Sciences, has decided to keep the MEd Counselling Specialization. Courses will remain as currently listed in the academic calendar (E.g. EDUC prefix).

Motion proposed by: Paul Siakaluk – Chair, Department of Psychology

Academic Program: MEd Counselling Specialization

Implications for Other Programs / Faculties? None

Faculty: Faculty of Human and Health Sciences

Faculty Council / Committee Motion Number: FHHSFC.2022.03.17.04

Faculty Council / Committee Approval Date: March 17, 2022

Attachment Pages (if applicable): # 0 pages (fill in number of pages, or indicate “0” if none)

THE MOTION FORM IS NOW COMPLETE — PLEASE DISREGARD THE BLOCK BELOW

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING	
Brief Summary of Committee Debate:	
Motion No.:	SCAAF
Moved by:	Seconded by:
Committee Decision:	
Approved by SCAAF:	
_____	_____
Date	Chair's Signature
For recommendation to <input checked="" type="checkbox"/>, or information of _____ Senate.	

Motion Number (assigned by
Steering Committee of Senate): S-202204.13

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the changes to the MEd Counselling Specialization on pages 49-50 of the 2020-2021 Graduate Academic Calendar (PDF), be approved as proposed.

1. **Effective date:** July 1, 2021

2. **Rationale for the proposed revisions:** The faculty responsible for the delivery of the Masters of Education (MEd) – Counselling degree moved into the Department of Psychology from the School of Education in January 2019. In October 2020, Senate had approved changes the Department of Psychology proposed, changing the MEd Counselling specialization degree program to a Masters of Arts (MA) in Counselling Psychology degree program. The Department of Psychology submitted a *Determination of New Degree Form* and documentation to the Degree Quality Assessment Board to determine if the changes to the program were substantive enough whereby a new degree program proposal needed to be submitted to DQAB and the Minister for approval.

After an initial review, DQAB asked the Ministry to have an external review of nomenclature used at BC post-secondary institutions in the field of Counselling Psychology and the corresponding program requirements and expectations. UNBC met with the external reviewer in March 2021 and received the external report from the DQAB in June 2021.

Given the additional resources and supervisory hours needed to move from MEd Counselling Specialization to MA Counselling Psychology, the Department of Psychology, in consultation with the Dean, Human and Health Sciences, decided to stay with the MEd Counselling Specialization.

Given the timing of the decision, the Department of Psychology worked with the Office of the Registrar in ensuring there was still a calendar entry for the MEd Counselling Specialization as motion S-202104.10 proposed by the School of Education and approved by Senate in April 2021 deleted the Counselling specialization from the calendar in anticipation of the move to the MA Counselling Psychology. As a result, there was a calendar entry for the MEd Counselling Psychology added under the Psychology section of the 2021-2022 Graduate Academic Calendar; however, no motion was brought forward to Senate approving this change. This motion is being brought forward to Senate with an effective date of July 1, 2021 to ensure the actual date the calendar entry was made is reflected in Senate records.

3. **Implications of the changes for other programs, etc., if applicable:** None

4. **Reproduction of current Calendar entry for the item to be revised:**

The addition of the MEd Counselling Specialization will be added as the first entry under the Psychology section of the Graduate Academic Calendar (page 81 of the 2020-2021 Graduate Academic Calendar)

5. **Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

Counselling
(MEd Program)

Paul Siakaluk, Professor and Chair
Linda O'Neill, Associate Professor

The Counselling specialization is designed to prepare counsellors to provide professional services and leadership in counselling and psycho-educational programs offered in schools, post-secondary institutions, social service agencies, and community health organizations. Students have the opportunity to choose the type(s) of counselling they wish to focus upon, and to complete periods of supervised clinical practice in practicum settings that are relevant to their interests, based on availability. The specialization includes an integrated core of required courses, elective courses, and a thesis, project or comprehensive examination. Counselling students are required to complete eight required courses, three elective courses, and a comprehensive examination. Application can be made to the Department of Psychology to enter a thesis or project route after completion of at least 12 credit hours of coursework. If approved, the thesis route would consist of eight required courses, one elective, and the thesis, while a project route would consist of eight required courses, two electives, and a project.

Admission to the MEd Counselling specialization at the Prince George campus occurs each September; deadline for applications is December 15 of the prior year. Admission to the program at regional campuses does not normally occur each year and will vary in response to demand and resources.

In addition to the admission application requirements outlined in section 1.0 of the Graduate Admissions and Regulations, priority will be given to those applicants applying for the MEd Counselling specialization who have (a) graduated with a Baccalaureate degree a minimum of two years prior to the admission date to which they are applying, and (b) obtained some paid or unpaid work experience in a helping capacity at a counselling-related or teaching-related setting since receiving their Baccalaureate degree.

Applicants are also required to submit a Curriculum Vitae or Résumé that indicates the number of hours in each employment or volunteer position. A list of any scholarships or publications should also be included.

Criminal Record Review

In addition to meeting the admission application requirements outlined in Section 1.0 of the Graduate Admissions and Regulations, all applicants to the Education (MEd) Counselling program are required to submit a Criminal Record Check search prior to the first day of classes in their entry semester.

Domestic applicants must supply a Criminal Record Check search result after receiving an offer of admission and before the first day of classes; the search result is not required with the application. International applicants must submit a Criminal Record Check search result provided by their local police authority upon application, and will also be required to submit a British Columbia Criminal Record Check if offered admission. The Office of the Registrar will provide instructions to domestic and international applicants who have accepted offers of admission on how to complete a British Columbia Criminal Record Check.

Required Courses

EDUC 601-3 Educational Research Design and Methodology
EDUC 613-3 Interpersonal Counselling Skills
EDUC 711-3 Counselling Theory
EDUC 712-3 Counselling Practice
EDUC 714-3 Group Counselling Processes
EDUC 717-3 Ethics in Counselling
EDUC 719-6 Counselling Practicum

One of the following research courses is required; the other may be taken as elective credit:

EDUC 602-4 Quantitative Research Design and Data Analysis

EDUC 610-4 Qualitative Analysis in Education

Elective Courses

EDUC 603-4 Advanced Educational Research Data Analysis
EDUC 609-3 Aboriginal/Indigenous Learners: History, Culture,
and Ways of Knowing
EDUC 618-3 Family Counselling
EDUC 619-3 Counselling for Aboriginal/Indigenous Peoples
EDUC 633-3 Human Development: Implications for Education
EDUC 634-3 Achievement Motivation
EDUC 635-3 Educating Exceptional Students
EDUC 636-3 Language and Learning Disabilities
EDUC 692-3 Special Topics
EDUC 693-3 Directed Reading
EDUC 715-3 Career Counselling
EDUC 716-3 Clinical Counselling
EDUC 795-3 Research Seminar

Thesis, Project or Comprehensive Examination

EDUC 797-3 Comprehensive Examination
EDUC 798-6 MEd Project
EDUC 799-9 MEd Thesis

6. Authorization: (Please ignore — Section to be completed by Committee Recording Secretaries)

Program / Academic / Administrative Unit: Department of Psychology

SCCC Review Date:

Faculty: Human and Health Sciences

Faculty Council Motion Number: FHHSFC.2022.03.17.05

Faculty Council Approval Date: March 17, 2022

Senate Committee on Indigenous Initiatives Motion Number: N/A

Senate Committee on Indigenous Initiatives Meeting Date: N/A

7. Other Information

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to , or information of _____ Senate.

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the changes to the MEd Counselling Specialization on page 84 of the 2021-2022 Graduate Academic Calendar (PDF), be approved as proposed.

1. **Effective date:** May 2022
2. **Rationale for the proposed revisions:** The calendar entry is being updated to include more information about the Program Requirements.
3. **Implications of the changes for other programs, etc., if applicable:** None
4. **Reproduction of current Calendar entry for the item to be revised:**

**Counselling
(MEd Program)**

Paul Siakaluk, Professor and Chair
Linda O'Neill, Associate Professor

The Counselling specialization is designed to prepare counsellors to provide professional services and leadership in counselling and psycho-educational programs offered in schools, post-secondary institutions, social service agencies, and community health organizations. Students have the opportunity to choose the type(s) of counselling they wish to focus upon, and to complete periods of supervised clinical practice in practicum settings that are relevant to their interests, based on availability. The specialization includes an integrated core of required courses, elective courses, and a thesis, project or comprehensive examination. Counselling students are required to complete eight required courses, three elective courses, and a comprehensive examination. Application can be made to the Department of Psychology to enter a thesis or project route after completion of at least 12 credit hours of coursework. If approved, the thesis route would consist of eight required courses, one elective, and the thesis, while a project route would consist of eight required courses, two electives, and a project.

Admission to the MEd Counselling specialization at the Prince George campus occurs each September; deadline for applications is December 15 of the prior year. Admission to the program at regional campuses does not normally occur each year and will vary in response to demand and resources.

In addition to the admission application requirements outlined in section 1.0 of the Graduate Admissions and Regulations, priority will be given to those applicants applying for the MEd Counselling specialization who have (a) graduated with a Baccalaureate degree a minimum of two years prior to the admission date to which they are applying, and (b) obtained some paid or unpaid work experience in a helping capacity at a counselling-related or teaching-related setting since receiving their Baccalaureate degree.

Applicants are also required to submit a Curriculum Vitae or Résumé that indicates the number of hours in each employment or volunteer position. A list of any scholarships or publications should also be included.

Criminal Record Review

In addition to meeting the admission application requirements outlined in Section 1.0 of the Graduate Admissions and Regulations, all applicants to the Education (MEd) Counselling program are required to submit a Criminal Record Check search prior to the first day of classes in their entry semester.

Domestic applicants must supply a Criminal Record Check search result after receiving an offer of admission and before the first day of classes; the search result is not required with the application. International applicants must submit a Criminal Record Check search result provided by their local police authority upon application, and will also be required to submit a British Columbia Criminal Record Check if offered admission. The Office of the Registrar will provide instructions to domestic and international applicants who have accepted offers of admission on how to complete a British Columbia Criminal Record Check.

Required Courses

EDUC 601-3 Educational Research Design and Methodology
EDUC 613-3 Interpersonal Counselling Skills
EDUC 711-3 Counselling Theory
EDUC 712-3 Counselling Practice
EDUC 714-3 Group Counselling Processes
EDUC 717-3 Ethics in Counselling
EDUC 719-6 Counselling Practicum

One of the following research courses is required; the other may be taken as elective credit:

EDUC 602-4 Quantitative Research Design and Data Analysis
EDUC 610-4 Qualitative Analysis in Education

Elective Courses

EDUC 603-4 Advanced Educational Research Data Analysis
EDUC 609-3 Aboriginal/Indigenous Learners: History, Culture,
and Ways of Knowing
EDUC 618-3 Family Counselling
EDUC 619-3 Counselling for Aboriginal/Indigenous Peoples
EDUC 633-3 Human Development: Implications for Education
EDUC 634-3 Achievement Motivation
EDUC 635-3 Educating Exceptional Students
EDUC 636-3 Language and Learning Disabilities
EDUC 692-3 Special Topics
EDUC 693-3 Directed Reading
EDUC 715-3 Career Counselling
EDUC 716-3 Clinical Counselling
EDUC 795-3 Research Seminar

Thesis, Project or Comprehensive Examination

EDUC 797-3 Comprehensive Examination
EDUC 798-6 MEd Project
EDUC 799-9 MEd Thesis

5. **Proposed revision with changes underlined and deletions indicated clearly using “strikethrough”:**

**Counselling
(MEd Program)**

Paul Siakaluk, Professor and Chair
Linda O’Neill, Associate Professor

The Counselling specialization is designed to prepare counsellors to provide professional services and leadership in counselling and psycho-educational programs offered in schools, post-secondary institutions, social service agencies, and community health organizations. Students have the opportunity to choose the type(s) of counselling they wish to focus upon, and to complete periods of supervised clinical practice in practicum settings that are relevant to their interests, based on availability. The specialization includes an integrated core of required courses, elective courses, and a thesis, project or comprehensive examination. Normally, Counselling students complete eight required courses, three elective courses, and a comprehensive examination. Application can be made to the Department of Psychology to enter a thesis or project route after completion of at least 12 credit hours of coursework. If approved, the thesis route would consist of eight required courses, one elective, and the thesis, while a project route would consist of eight required courses, two electives, and a project.

Admission

Application deadlines can be found in the Graduate Programs Admissions and Regulations section of the Graduate Calendar at www.unbc.ca/calendar/graduate/admissions.

Admission to the MEd Counselling specialization at the Prince George campus occurs each September; deadline for applications is December 15 of the prior year. Admission to the program at regional campuses does not normally occur each year and varies in response to demand and resources.

In addition to the admission application requirements outlined in section 1.0 of the Graduate Admissions and Regulations, priority is given to those applicants applying for the MEd Counselling specialization who have (a) graduated with a Baccalaureate degree a minimum of two years prior to the admission date to which they are applying, and (b) obtained some paid or unpaid work experience in a helping capacity at a counselling-related or teaching-related setting since receiving their Baccalaureate degree.

Applicants are also required to submit a Curriculum Vitae or Résumé that indicates the number of hours in each employment or volunteer position. A list of any scholarships or publications should also be included.

Criminal Record Review

In addition to meeting the admission application requirements outlined in Section 1.0 of the Graduate Admissions and Regulations, all applicants to the Education (MEd) Counselling program are required to submit a Criminal Record Check search prior to the first day of classes in their entry semester.

Domestic applicants must supply a Criminal Record Check search result after receiving an offer of admission and before the first day of classes; the search result is not required with the application. International applicants must submit a Criminal Record Check search result provided by their local police authority upon application, and are also required to submit a British Columbia Criminal Record Check if offered admission. The Office of the Registrar provides instructions to domestic and international applicants who have accepted offers of admission on how to complete a British Columbia Criminal Record Check.

Requirements

Provided that such courses have not been associated with the receipt of either a degree or diploma from UNBC or another educational institution, students may apply to the Dean for up to 6 credit hours of previously completed graduate-level coursework that is equivalent to that completed in the MEd program. Where equivalent courses have been associated previously with the receipt of either a degree or diploma, students are permitted to elect alternative courses from the MEd program to satisfy the requirements for the degree.

Students in an MEd Program may take up to 6 credit hours of elective coursework from UNBC programs other than Counselling or from other institutions under the Western Deans' Agreement (students require permission of their Academic Supervisor and the Chair).

Thesis Requirement

The thesis route emphasizes academic study, research, and the successful completion of a thesis. This program route is designed to develop each student's ability to evaluate theory and practice, and conduct research that contributes to the counselling discipline. The thesis route requires the successful completion of a minimum of 40 credit hours of graduate course work and includes 9 credit hours of supervised research culminating in the completion of a thesis and the successful defence of it in an oral examination.

Project Requirement

The project route emphasizes the study of theory and practice, and the successful completion of an innovative and applied project that addresses a particular aspect of counselling support and practice. This program route is designed to develop a student's ability to evaluate and improve professional practice in counselling. The project route requires the successful completion of a minimum of 40 credit hours of graduate course work and includes 6 credit hours of supervised applied research and development culminating in a non-defendable project.

Comprehensive Examination Requirement

The comprehensive examination route requires the successful completion of a comprehensive examination that evaluates a student's knowledge of theory, research, and practice in his/her field of study. This comprehensive examination route is designed to enhance and reinforce a student's knowledge of both theory and practice, as well as their interrelationship. The comprehensive examination route requires the successful completion of a minimum of 40 credit hours graduate coursework including 3 credit hours awarded upon the successful completion of a written comprehensive examination at the end of the student's program.

Application can be made to the Counselling Program to enter a thesis or project route after having completed at least 12 credit hours of course work.

Required Courses

EDUC 601-3 Educational Research Design and Methodology
EDUC 613-3 Interpersonal Counselling Skills
EDUC 711-3 Counselling Theory
EDUC 712-3 Counselling Practice
EDUC 714-3 Group Counselling Processes
EDUC 717-3 Ethics in Counselling
EDUC 719-6 Counselling Practicum

One of the following research courses is required; the other may be taken as elective credit:

EDUC 602-4 Quantitative Research Design and Data Analysis
EDUC 610-4 Qualitative Analysis in Education

Elective Courses

EDUC 603-4 Advanced Educational Research Data Analysis
EDUC 609-3 Aboriginal/Indigenous Learners: History, Culture,
and Ways of Knowing
EDUC 618-3 Family Counselling
EDUC 619-3 Counselling for Aboriginal/Indigenous Peoples
EDUC 633-3 Human Development: Implications for Education
EDUC 634-3 Achievement Motivation
EDUC 635-3 Educating Exceptional Students
EDUC 636-3 Language and Learning Disabilities
EDUC 692-3 Special Topics
EDUC 693-3 Directed Reading
EDUC 715-3 Career Counselling
EDUC 716-3 Clinical Counselling
EDUC 795-3 Research Seminar

Thesis, Project or Comprehensive Examination

EDUC 797-3 Comprehensive Examination
EDUC 798-6 MEd Project
EDUC 799-9 MEd Thesis

6. Authorization:

SCCC Review Date: February 28, 2022

Program / Academic / Administrative Unit: Department of Psychology

Faculty: Human and Health Sciences

Faculty Council Motion Number: FHHSFC2022.03.17.05

Faculty Council Approval Date: March 17, 2022

Senate Committee on Indigenous Initiatives Motion Number: N/A

Senate Committee on Indigenous Initiatives Meeting Date: N/A

7. Other Information

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to ✓, **or information of** _____ **Senate.**

Motion Number (assigned by Steering Committee of Senate): S-202204.15

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the changes to the course title and description for HIST 390-3, Aboriginal People in Canada, on page 241 in the PDF calendar accessible on the UNBC web page of the 2021/2022 undergraduate calendar, be approved as proposed.

1. **Effective date:** September 2022

2. **Rationale for the proposed revisions:**

These changes are to update the language of the course title and description in order to ensure it reflects that used in the new FNST 390 course which is a formal crosslisting of HIST 390.

3. **Implications of the changes for other programs, etc., if applicable:** N/A

4. **Reproduction of current Calendar entry for the item to be revised:**

HIST 390-3 Aboriginal People in Canada
Lectures and readings examine the history of Aboriginal people in Canada since the earliest times.

5. **Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

~~HIST 390-3 Aboriginal People in Canada
Lectures and readings examine the history of Aboriginal people in Canada since the earliest times.~~

HIST 390-3 History of Indigenous People of Canada
Lectures and readings examine the history of Indigenous people in Canada since the earliest times.

6. **Authorization:**

SCCC Review Date: February 28, 2022

Program / Academic / Administrative Unit: Department of History

Faculty: Indigenous Studies, Social Sciences and Humanities

Faculty Council Motion Number: FISSSHFC.2022.03.17.06

College Council Approval Date: March 17, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number:

Senate Committee on First Nations and Aboriginal Peoples Meeting Date:

7. Other Information

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to ✓ , or information of _____ Senate.

SENATE COMMITTEE ON ACADEMIC AFFAIRS

NEW COURSE APPROVAL MOTION FORM

Motion: That the new course FNST 390-3, History of Indigenous People of Canada be approved as follows:

A. Description of the Course: Lectures and readings examine the history of Aboriginal people in Canada since the earliest times.

1. **Proposed semester of first offering:** September 2022

2. **Academic Program:** First Nations Studies

3. **Course Subject, Number*, and Credit hours (e.g. CHEM 210-3):** FNST 390-3

4. **Course Title:** History of Indigenous People of Canada

5. **Goal(s) of Course:** To teach students about the history of Indigenous People in Canada. NOTE: This course is a formal crosslisting of an existing course HIST 390-3.

6. **Calendar Course Description:**

Lectures and readings examine the history of Aboriginal people in Canada since the earliest times

7. **Credit Hours:** 3 credit hours (Normally, UNBC courses are 3 credit hours and may not be repeated for additional credit. If this course falls outside the norm, please complete sections "a)" and "b)" below).

a) **Can the course be repeated for credit if the subject matter differs substantially?**

Yes* _____ No X

b) **Is variable credit available for this course?** Yes _____ No X

8. **Contact Hours (per week):**

Lecture 3

Seminar #

Laboratory #

Other (please specify) _____

9. **Prerequisites (taken prior):** Upper division standing.

10. **Prerequisites with concurrency (taken prior or simultaneously):** None

11. **Co-requisites (must be taken simultaneously):** None

12. **Preclusions:** HIST 304-3, HIST 390-3, HIST 400-3

13. **Course Equivalencies:** HIST 304-3, HIST 390-3, HIST 400-3

14. **Grade Mode:** NORMAL

15. **Course to be offered:** each semester _____
each year _____
alternating years x

16. **Proposed text / readings:** None

B. Significance Within Academic Program

1. **Anticipated enrolment** 16

2. **If there is a proposed enrolment limit, state the limit and explain:** none

3. **Required for:** Major: N/A Minor: N/A Other: _____

4. **Elective in:** Major: N/A Minor: N/A Other: _____

5. **Course required by another major/minor:** No

6. **Course required or recommended by an accrediting agency:** No
7. **Toward what degrees will the course be accepted for credit?** BAs in First Nations Studies and History
8. **What other courses are being proposed within the Program this year?** None
9. **What courses are being deleted from the Program this year?** None

C. Relation to Other Program Areas

1. **Identify courses in other UNBC Programs that overlap with this course; describe the overlap and comment on its significance:**
2. **Is a preclusion required?** Yes No
3. **If there is an overlap, and no preclusion is required, please explain why not:**
4. **Has this overlap been discussed with the Program concerned?** Yes No
5. **In offering this course, will UNBC require facilities or staff at other institutions?**
Yes No

If yes, please describe requirements:

6. **Is this course replacing an existing course that is included in one or more transfer agreements with external institutions?**
Yes No

If "yes," please contact the Articulation Officer in the Office of the Registrar.

D. Resources required

1. **Please describe ADDITIONAL resources required over the next five years to offer this course.**
 - i. **College Staffing:** none
 - ii. **Space (classroom, laboratory, storage, etc.):** none
 - iii. **Library Holdings:** N/A Course already Exists / Cross listing
 - iv. **Computer (time, hardware, software):** no

E. Additional Attached Materials : None

F. Other Considerations

1. **First Nations Content***: Yes** X No _____
*** Whether a new course has First Nations content is to be determined by the relevant College Council(s).**

****If “yes,”** refer the motion to the Senate Committee on First Nations and Aboriginal Peoples **prior to** SCAAF.

2. **Other Information:** N/A
3. **Attachment Pages (in addition to required “Library Holdings” Form):** 0 pages

G. Authorization (Please ignore — Section to be completed by Committee Recording Secretaries)

1. **College(s):** Faculty of Indigenous Studies, Social Sciences & Humanities
2. **College Council Motion Number(s):** FISSSHFC.2022.02.17.03
3. **College Council Approval Date(s):** February 17, 2022
4. **Senate Committee on First Nations and Aboriginal Peoples Motion Number:**
5. **Senate Committee on First Nations and Aboriginal Peoples Meeting Date:**

INFORMATION TO BE COMPLETED BY RECORDING SECRETARY AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF202203.03

Moved by: _____ **Seconded by:** _____

Committee Decision:

Approved by SCAAF: _____
Date _____ **Chair’s Signature** _____

For recommendation to ✓ , or information of _____ Senate.

Library Holdings Form
(to be submitted with SCAAF New Course Approval Motion Form)

PROPOSED NEW COURSE:

FNST 390-3 History of Indigenous Peoples of Canada

Library Holdings (to be completed by the appropriate Librarian):

- a) Are current library holdings adequate? Yes X No
- b) If no to a), what monographs / periodicals / E-resources will be needed, and at what estimated cost?
- c) If no to a), what is the proposed funding source?



University Librarian (or designate) signature

17-11-2021
Date

SENATE COMMITTEE ON ACADEMIC AFFAIRS

NEW COURSE APPROVAL MOTION FORM

Motion: That the new course HIST 425-3, Indigenous Oral History be approved as follows:

A. Description of the Course:

1. **Proposed semester of first offering:** January 2023
2. **Academic Program:** Department of History
3. **Course Subject, Number*, and Credit hours (e.g. CHEM 210-3):** HIST 425-3
4. **Course Title:** Indigenous Oral History
5. **Goal(s) of Course:**

This course examines the foundations of oral traditions and oral history methods within academic research.

6. Calendar Course Description:

This course examines the foundations of oral traditions and oral history methods within academic research. It provides students with an understanding of the importance of oral research methods and an opportunity to expand and enhance this understanding through presentations by Indigenous knowledge holders, readings, assignments, online and material resources, and class discussion. This course incorporates Indigenous perspectives to examine Indigenous worlds through the lens of storytelling methods and collective narrative memory.

7. **Credit Hours:** 3 credit hours (Normally, UNBC courses are 3 credit hours and may not be repeated for additional credit. If this course falls outside the norm, please complete sections "a)" and "b)" below).

a) Can the course be repeated for credit if the subject matter differs substantially?

Yes* No X

b) Is variable credit available for this course? Yes No X

8. Contact Hours (per week):

Lecture 3 Laboratory #

Seminar _____ # _____ Other (please specify) _____

9. Prerequisites (taken prior): Upper division standing
10. Prerequisites with concurrency (taken prior or simultaneously): None
11. Co-requisites (must be taken simultaneously): None
12. Preclusions: FNST 425-3
13. Course Equivalencies:
14. Grade Mode: NORMAL
15. Course to be offered: each semester _____
each year _____
alternating years _____ x _____
16. Proposed text / readings: None

B. Significance Within Academic Program

1. Anticipated enrolment _____ 16 _____
2. If there is a proposed enrolment limit, state the limit and explain: _____ none _____
3. Required for: Major: _____ N/A _____ Minor: _____ N/A _____ Other: _____
4. Elective in: Major: _____ N/A _____ Minor: _____ N/A _____ Other: _____
5. Course required by another major/minor: No
6. Course required or recommended by an accrediting agency: No
7. Toward what degrees will the course be accepted for credit? BAs in First Nations Studies and History
8. What other courses are being proposed within the Program this year? None
9. What courses are being deleted from the Program this year? None

C. Relation to Other Program Areas

1. Identify courses in other UNBC Programs that overlap with this course; describe the overlap and comment on its significance:
2. Is a preclusion required? Yes _____ X _____ No _____
3. If there is an overlap, and no preclusion is required, please explain why not:
4. Has this overlap been discussed with the Program concerned? Yes _____ X _____ No _____

5. In offering this course, will UNBC require facilities or staff at other institutions?

Yes _____ No X

If yes, please describe requirements:

6. Is this course replacing an existing course that is included in one or more transfer agreements with external institutions?

Yes _____ No X

If **“yes,”** please contact the Articulation Officer in the Office of the Registrar.

D. Resources required

1. Please describe ADDITIONAL resources required over the next five years to offer this course.

i. College Staffing: None

ii. Space (classroom, laboratory, storage, etc.): None

iii. Library Holdings: N/A Course already Exists / Cross listing

iv. Computer (time, hardware, software): No

E. Additional Attached Materials: None

F. Other Considerations

1. First Nations Content*: Yes** X No _____

* *Whether a new course has First Nations content is to be determined by the relevant College Council(s).*

If **“yes,” refer the motion to the Senate Committee on First Nations and Aboriginal Peoples **prior to** SCAAF.

2. Other Information: N/A

3. Attachment Pages (in addition to required “Library Holdings” Form): 0 pages

G. Authorization

SCCC Review Date: February 28, 2022

Faculty: Indigenous Studies, Social Sciences and Humanities

Faculty Council Motion Number(s): FISSSHFC.2022.03.17.07

Faculty Council Approval Date(s): March 17, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number:

Senate Committee on First Nations and Aboriginal Peoples Meeting Date:

INFORMATION TO BE COMPLETED BY RECORDING SECRETARY AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to **, or information of** _____ **Senate.**

Library Holdings Form
(to be submitted with SCAAF New Course Approval Motion Form)

PROPOSED NEW COURSE:

HIST425-3 – Oral History

Library Holdings (to be completed by the appropriate Librarian):

- a) Are current library holdings adequate? Yes X No _____
- b) If no to a), what monographs / periodicals / E-resources will be needed, and at what estimated cost?
- c) If no to a), what is the proposed funding source?



University Librarian (or designate) signature

17-11-2021

Date

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the change to the course preclusion for FNST 425-3, Oral History, on page 231 of the 2021/2022 undergraduate calendar, be approved as proposed.

1. **Effective date:** September 2022

2. **Rationale for the proposed revisions:**

The Department of History is creating the new course HIST 425-3, Oral History. This is to formally cross-list FNST 425-3 and HIST 425-3.

3. **Implications of the changes for other programs, etc., if applicable:** None

4. **Reproduction of current Calendar entry for the item to be revised:**

FNST 425-3 Oral History

This course examines the foundations of oral traditions and oral history methods within academic research. It provides students with an understanding of the importance of oral research methods and an opportunity to expand and enhance this understanding through presentations by First Nations resource people, reading, assignments, online and material resources as well as class discussion. This course incorporates Indigenous perspectives to examine Indigenous worlds through the lens of storytelling methods and collective narrative memory.

Prerequisites: FNST 100-3

5. **Proposed revision with changes underlined and deletions indicated clearly using "strikethrough":**

FNST 425-3 Oral History

This course examines the foundations of oral traditions and oral history methods within academic research. It provides students with an understanding of the importance of oral research methods and an opportunity to expand and enhance this understanding through presentations by First Nations resource people, readings, assignments, online and material resources, and ~~as well as~~ class discussion. This course incorporates Indigenous perspectives to examine Indigenous worlds through the lens of storytelling methods and collective narrative memory.

Prerequisites: FNST 100-3

Preclusion: HIST 425-3

6. **Authorization:**

SCCC Review Date: February 28, 2022

Program / Academic / Administrative Unit: Department of First Nations Studies

Faculty: Indigenous Studies, Social Sciences and Humanities

Faculty Council Motion Number: FISSSHFC.2022.03.17.04

Faculty Council Approval Date: March 17, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number:

Senate Committee on First Nations and Aboriginal Peoples Meeting Date:

7. **Other Information**

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to ✓ , or information of _____ Senate.

SENATE COMMITTEE ON ACADEMIC AFFAIRS

NEW COURSE APPROVAL MOTION FORM

Motion: That the new course POLS 321-3, The Charter of Rights and Freedoms in Canada be approved as follows:

A. Description of the Course

1. **Proposed semester of first offering:** September 2022
2. **Academic Program:** Political Science
3. **Course Subject, Number*, and Credit hours (e.g. CHEM 210-3):** POLS 321-3
4. **Course Title:** The Charter of Rights and Freedoms in Canada
5. **Goal(s) of Course:**

Upon successful completion of this course, students will be able to:

1. Identify existing civil liberties in Canada
2. Engage in discussion about existing civil liberties in Canada
3. Articulate the main themes and debates with the judicial interpretation of The Charter of Rights and Freedoms
4. Critique existing case law
5. Complete a 8-10 page analytical research paper on the topic of civil liberties in Canada

6. Calendar Course Description:

This course examines the development of Canada's Constitutional Charter of Rights and Freedoms and how its entrenchment and invocation have changed the political opportunity structure in Canada. The Charter has been controversial since it was first proposed and debated and continues to be a source of controversy. At the same time, the Charter has become increasingly significant in the way social movements organize, frame, and pursue their claims for social change. This course considers the politics of Indigenous rights, group rights and social movements under the Charter. Students also explore how the Charter of Rights and Freedoms has changed democracy in Canada and whether this change has been for the better.

7. **Credit Hours:** 3 credit hours (Normally, UNBC courses are 3 credit hours and may not be repeated for additional credit. If this course falls outside the norm, please complete sections "a)" and "b)" below).

a) Can the course be repeated for credit if the subject matter differs substantially?

Yes* No X

- * If "yes," please indicate the maximum number** of credit hours which may be applied to a student's degree using this course: N/A
- ** If the course may be taken more than once but will only ever be offered for 3 credit hours, for example, per offering, the credit hours are simply expressed as "3" and the following notation (with the correct number of credit hours noted) is included within the Calendar Course Description:
 "This course may be repeated to a maximum of XX credit hours if the material is substantially different."

b) Is variable credit available for this course? Yes _____ No X

Variable credit is denoted by the following examples:

- i) "3-6": in this example, the course may be offered for 3, 4, 5, OR 6 credit hours during a single offering. In this example, the course number would be expressed as CHEM 210-(3-6).
- ii) "3,6": in this example, the course may be offered for EITHER 3 or 6 credit hours during a single offering. In this example, the course number would be expressed as CHEM 210-(3,6).

8. Contact Hours (per week):

Lecture _____ Seminar 3
 Laboratory _____ Other (please specify) _____

9. Prerequisites (taken prior): Upper-division standing or permission of the instructor

10. Prerequisites with concurrency (taken prior or simultaneously): none

11. Co-requisites (must be taken simultaneously): none

12. Preclusions: none

13. Course Equivalencies: none

14. Grade Mode: NORMAL

15. Course to be offered: each semester _____
 (Check one) each year X
 alternating years _____

16. Proposed text / readings:

John Stuart Mill, *On Liberty*, Penguin Books
 Christopher P. Manfredi, *Judicial Power and The Charter*, M & S
 Bayard Ressor, *The Canadian Constitution in Historical Perspective*, Prentice Hall
 Peter McCormick, *The End of the Charter*, University of Toronto 2014
 John Borrows, *Canada's Indigenous Constitution*, U of T, 2010
 Miriam Smith, *Group Politics and Social Movements in Canada* (2nd Ed.), U of T, 2014

B. Significance Within Academic Program

1. Anticipated enrolment 20

2. If there is a proposed enrolment limit, state the limit and explain: n/a

3. Required for: Major: X Minor: X Other: _____

4. Elective in: Major: X Minor: X Other: _____

5. Course required by another major/minor: N/A
6. Course required or recommended by an accrediting agency: N/A
7. Toward what degrees will the course be accepted for credit? All UNBC degrees
8. What other courses are being proposed within the Program this year? POLS 416-3, POLS 616-3
9. What courses are being deleted from the Program this year? None

C. Relation to Other Program Areas

1. Identify courses in other UNBC Programs that overlap with this course; describe the overlap and comment on its significance:
2. Is a preclusion required? Yes _____ No X
3. If there is an overlap, and no preclusion is required, please explain why not: N/A
4. Has this overlap been discussed with the Program concerned? N/A
5. In offering this course, will UNBC require facilities or staff at other institutions?
Yes _____ No X

If yes, please describe requirements:

6. Is this course replacing an existing course that is included in one or more transfer agreements with external institutions?
Yes _____ No X

If **“yes,”** please contact the Articulation Officer in the Office of the Registrar.

D. Resources required

1. Please describe ADDITIONAL resources required over the next five years to offer this course.
 - i. College Staffing: None
 - ii. Space (classroom, laboratory, storage, etc.): Classroom
 - iii: Library Holdings: See attached form
 - iv. Computer (time, hardware, software): None

E. Additional Attached Materials

F. Other Considerations

1. First Nations Content*: Yes** X No _____

*** Whether a new course has First Nations content is to be determined by the relevant College Council(s).**

****If “yes,” refer the motion to the Senate Committee on First Nations and Aboriginal Peoples prior to SCAAF.**

- 2. **Other Information:** None
- 3. **Attachment Pages (in addition to required “Library Holdings” Form):** 0 pages

G. Authorization

- 1. **Faculty:** Indigenous Studies, Social Sciences and Humanities
- 2. **Faculty Council Motion Number(s):** FISSSHFC.2022.02.17.05
- 3. **Faculty Council Approval Date(s):** February 17, 2022
- 4. **Senate Committee on First Nations and Aboriginal Peoples Motion Number:**
- 5. **Senate Committee on First Nations and Aboriginal Peoples Meeting Date:**

INFORMATION TO BE COMPLETED BY RECORDING SECRETARY AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF202203.05

Moved by: _____ **Seconded by:** _____

Committee Decision:

Approved by SCAAF: _____
Date Chair’s Signature

For recommendation to ✓ , or information of _____ Senate.

Library Holdings Form
(to be submitted with SCAAF New Course Approval Motion Form)

PROPOSED NEW COURSE: POLS 321-3, The Charter of Rights and Freedoms in Canada: Civil Liberties and Social Movements

Library Holdings (to be completed by the appropriate Librarian):

a) Are current library holdings adequate? Yes x No

Available resources are sufficient, but faculty are encouraged to contact their liaison librarian if additional resources are required.

b) If no to a), what monographs / periodicals / E-resources will be needed, and at what estimated cost?

c) If no to a), what is the proposed funding source?



University Librarian (or designate) signature

15 December 2021

Date

SENATE COMMITTEE ON ACADEMIC AFFAIRS
NEW COURSE APPROVAL MOTION FORM

Motion: That the new course POLS 616-3, Gender and Politics be approved as follows:

A. Description of the Course

1. **Proposed semester of first offering:** September 2022
2. **Academic Program:** Political Science
3. **Course Subject, Number*, and Credit hours (e.g. CHEM 210-3):** POLS 616-3
4. **Course Title:** Gender and Politics
5. **Goal(s) of Course:**

Upon successful completion of this course, students will be able to:

1. Analyze different perspectives on current debates on gender and politics
2. Engage in critical discussion about contemporary issues and political debates relevant to course material
3. Articulate the main themes and debates within feminist analyses of politics
4. Critique existing scholarship in the gender and politics field
5. Prepare a critical summary of current scholarship and formulate discussion questions related to the main concepts
6. Synthesize current literature on an issue related to gender and politics
7. Present a case for a specific position on one of the key debates in gender politics in a formal research paper.

6. Calendar Course Description:

This advanced course examines gender, understood as a hierarchical, binary opposition of masculinity and femininity, and its intersection with power relations, understood as an expression of politics. The course examines how gender hierarchy is a system of differential power that intersects with various systems of oppression and privilege. A significant amount of time is spent on the topic of intersectionality in politics from a variety of standpoints within our ever-changing socio-economic context, including Indigenous feminisms, eco-politics, Black social movements, disability, LGBTQ movements, and various iterations of masculinity.

7. **Credit Hours:** 3 credit hours (Normally, UNBC courses are 3 credit hours and may not be repeated for additional credit. If this course falls outside the norm, please complete sections "a)" and "b)" below).

a) Can the course be repeated for credit if the subject matter differs substantially?

Yes* No X

- * If "yes," please indicate the maximum number** of credit hours which may be applied to a student's degree using this course: N/A
- ** If the course may be taken more than once but will only ever be offered for 3 credit hours, for example, per offering, the credit hours are simply expressed as "3" and the following notation (with the correct number of credit hours noted) is included within the Calendar Course Description:
"This course may be repeated to a maximum of XX credit hours if the material is substantially different."

b) Is variable credit available for this course? Yes _____ No X

Variable credit is denoted by the following examples:

- i) "3-6": in this example, the course may be offered for 3, 4, 5, OR 6 credit hours during a single offering. In this example, the course number would be expressed as CHEM 210-(3-6).
- ii) "3,6": in this example, the course may be offered for EITHER 3 or 6 credit hours during a single offering. In this example, the course number would be expressed as CHEM 210-(3,6).

8. Contact Hours (per week):

Lecture	<u> # </u>	Seminar	<u> 3 </u>
Laboratory	<u> # </u>	Other (please specify)	_____

9. Prerequisites (taken prior): Upper-division standing or permission of the instructor

10. Prerequisites with concurrency (taken prior or simultaneously): None

11. Co-requisites (must be taken simultaneously): None

12. Preclusions: GNDR 616-3, POLS 416-3, WMST 416-3

13. Course Equivalencies: None

14. Grade Mode: NORMAL (i.e., alpha grade)

15. Course to be offered: each semester _____
 (Check one) each year X
 alternating years _____

16. Proposed text / readings:

Fortunes of Feminisms, Nancy Fraser, Verso Press, 2013

Turbulent Times Transformational Possibilities, Fiona MacDonald and Alexandra Dobrowolsky eds. University of Toronto Press, 2020

Making Space for Indigenous Feminism (2nd Edition), Joyce Green ed., Fernwood Press, 2017

Living a Feminist Life, Sara Ahmed, Duke University Press, 2017

B. Significance Within Academic Program

1. Anticipated enrolment 10

2. If there is a proposed enrolment limit, state the limit and explain: N/A

3. **Required for:** Major: X Minor: X Other: _____
4. **Elective in:** Major: _____ Minor: _____ Other: _____
5. **Course required by another major/minor:** N/A
6. **Course required or recommended by an accrediting agency:** N/A
7. **Toward what degrees will the course be accepted for credit?** All UNBC degrees
8. **What other courses are being proposed within the Program this year?** POLS 321-3, POLS 416-3
9. **What courses are being deleted from the Program this year?** None

C. Relation to Other Program Areas

1. **Identify courses in other UNBC Programs that overlap with this course; describe the overlap and comment on its significance:**
2. **Is a preclusion required?** Yes X No _____
3. **If there is an overlap, and no preclusion is required, please explain why not:** N/A
4. **Has this overlap been discussed with the Program concerned?** Yes
5. **In offering this course, will UNBC require facilities or staff at other institutions?**
 Yes _____ No X

If yes, please describe requirements:

6. **Is this course replacing an existing course that is included in one or more transfer agreements with external institutions?**
 Yes _____ No X

If “yes,” please contact the Articulation Officer in the Office of the Registrar.

D. Resources required

1. **Please describe ADDITIONAL resources required over the next five years to offer this course.**
- i. **College Staffing:** N/A
 - ii. **Space (classroom, laboratory, storage, etc.):** Classroom
 - iii. **Library Holdings:** See attached form
 - iv. **Computer (time, hardware, software):** N/A

E. Additional Attached Materials

F. Other Considerations

1. **First Nations Content*:** Yes** X No _____
* *Whether a new course has First Nations content is to be determined by the relevant College Council(s).*

**If "yes," refer the motion to the Senate Committee on First Nations and Aboriginal Peoples prior to SCAAF.

2. **Other Information:** This course will be cross-listed with WMST 416-3 and GNDR 616-3 and will contribute to the Women's Studies program.
3. **Attachment Pages (in addition to required "Library Holdings" Form):** 0 pages

G. Authorization

1. **Faculty:** Indigenous Studies, Social Sciences and Humanities
2. **Faculty Council Motion Number(s):** Omnibus Motion: FISSHFC.2022.02.17.06
3. **Faculty Council Approval Date(s):** February 17, 2022
4. **Senate Committee on First Nations and Aboriginal Peoples Motion Number:**
5. **Senate Committee on First Nations and Aboriginal Peoples Meeting Date:**

INFORMATION TO BE COMPLETED BY RECORDING SECRETARY AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF202203.06

Moved by: _____ **Seconded by:** _____

Committee Decision: _____

Approved by SCAAF: _____
Date _____ Chair's Signature _____

For recommendation to ✓ , or information of _____ Senate.

Library Holdings Form
(to be submitted with SCAAF New Course Approval Motion Form)

PROPOSED NEW COURSE: POLS 616-3, Gender and Politics

Library Holdings (to be completed by the appropriate Librarian):

a) Are current library holdings adequate? Yes x No

Available resources are sufficient, but faculty are encouraged to contact their liaison librarian if additional resources are required.

b) If no to a), what monographs / periodicals / E-resources will be needed, and at what estimated cost?

c) If no to a), what is the proposed funding source?



University Librarian (or designate) signature

15 December 2021
Date

SENATE COMMITTEE ON ACADEMIC AFFAIRS

NEW COURSE APPROVAL MOTION FORM

Motion: That the new course POLS 416-3, Gender and Politics be approved as follows:

A. Description of the Course

1. **Proposed semester of first offering:** September 2022
2. **Academic Program:** Political Science
3. **Course Subject, Number*, and Credit hours (e.g. CHEM 210-3):** POLS 416-3
4. **Course Title:** Gender and Politics
5. **Goal(s) of Course:**

Upon successful completion of this course, students will be able to:

1. Analyze different perspectives on current debates on gender and politics
2. Engage in critical discussion about contemporary issues and political debates relevant to course material
3. Articulate the main themes and debates within feminist analyses of politics
4. Critique existing scholarship in the gender and politics field
5. Prepare a critical summary of current scholarship and formulate discussion questions related to the main concepts
6. Synthesize current literature on an issue related to gender and politics
7. Present a case for a specific position on one of the key debates in gender politics in a formal research paper.

6. Calendar Course Description:

This course examines gender, understood as a hierarchical, binary opposition of masculinity and femininity, and its intersection with power relations, understood as an expression of politics. The course examines how gender hierarchy is a system of differential power that intersects with various systems of oppression and privilege. A significant amount of time is spent on the topic of intersectionality in politics from a variety of standpoints within our ever-changing socio-economic context, including Indigenous feminisms, eco-politics, Black social movements, disability, LGBTQ movements, and various iterations of masculinity.

7. **Credit Hours:** 3 credit hours (Normally, UNBC courses are 3 credit hours and may not be repeated for additional credit. If this course falls outside the norm, please complete sections "a)" and "b)" below).

a) Can the course be repeated for credit if the subject matter differs substantially?

Yes* _____ No X

* If "yes," please indicate the maximum number** of credit hours which may be applied to a student's degree using this course: N/A

** If the course may be taken more than once but will only ever be offered for 3 credit hours, for example, per offering, the credit hours are simply expressed as "3" and the following notation (with the correct number of credit hours noted) is included within the Calendar Course Description:

"This course may be repeated to a maximum of XX credit hours if the material is substantially different."

b) Is variable credit available for this course? Yes _____ No X

Variable credit is denoted by the following examples:

i) "3-6": in this example, the course may be offered for 3, 4, 5, OR 6 credit hours during a single offering. In this example, the course number would be expressed as CHEM 210-(3-6).

ii) "3,6": in this example, the course may be offered for EITHER 3 or 6 credit hours during a single offering. In this example, the course number would be expressed as CHEM 210-(3,6).

8. Contact Hours (per week):

Lecture #

Seminar 3

Laboratory #

Other (please specify) _____

9. Prerequisites (taken prior): Upper-division standing or permission of the instructor

10. Prerequisites with concurrency (taken prior or simultaneously): None

11. Co-requisites (must be taken simultaneously): None

12. Preclusions: GNDR 616-3, POLS 616-3, WMST 416-3

13. Course Equivalencies: None

14. Grade Mode: NORMAL (i.e., alpha grade)

15. Course to be offered: each semester _____

(Check one) each year X

alternating years _____

16. Proposed text / readings:

Fortunes of Feminisms, Nancy Fraser, Verso Press, 2013

Turbulent Times Transformational Possibilities, Fiona MacDonald and Alexandra Dobrowolsky eds. University of Toronto Press, 2020

Making Space for Indigenous Feminism (2nd Edition), Joyce Green ed., Fernwood Press, 2017

Living a Feminist Life, Sara Ahmed, Duke University Press, 2017

B. Significance Within Academic Program

1. Anticipated enrolment 10

2. If there is a proposed enrolment limit, state the limit and explain: N/A

3. Required for: Major: X Minor: X Other: _____

4. Elective in: Major: _____ Minor: _____ Other: _____
5. Course required by another major/minor:
6. Course required or recommended by an accrediting agency: N/A
7. Toward what degrees will the course be accepted for credit? All UNBC degrees
8. What other courses are being proposed within the Program this year? POLS 321-3, POLS 616-3
9. What courses are being deleted from the Program this year? None

C. Relation to Other Program Areas

1. Identify courses in other UNBC Programs that overlap with this course; describe the overlap and comment on its significance:
2. Is a preclusion required? Yes No
3. If there is an overlap, and no preclusion is required, please explain why not: N/A
4. Has this overlap been discussed with the Program concerned? Yes
5. In offering this course, will UNBC require facilities or staff at other institutions?
Yes No

If yes, please describe requirements:

6. Is this course replacing an existing course that is included in one or more transfer agreements with external institutions?
Yes No

If "yes," please contact the Articulation Officer in the Office of the Registrar.

D. Resources required

1. Please describe ADDITIONAL resources required over the next five years to offer this course.
- i. College Staffing: N/A
- ii. Space (classroom, laboratory, storage, etc.): Classroom
- iii: Library Holdings: See attached form
- iv. Computer (time, hardware, software): N/A

E. Additional Attached Materials

F. Other Considerations

1. **First Nations Content*:** Yes** X No
 * *Whether a new course has First Nations content is to be determined by the relevant College Council(s).*

****If “yes,”** refer the motion to the Senate Committee on First Nations and Aboriginal Peoples **prior to** SCAAF.

2. **Other Information:** This course will be cross-listed with WMST 416-3 and GNDR 616-3 and will contribute to the Women’s Studies program.
3. **Attachment Pages (in addition to required “Library Holdings” Form):** 0 pages

G. Authorization

1. **Faculty:** Indigenous Studies, Social Sciences and Humanities
2. **Faculty Council Motion Number(s):** Omnibus Motion: FISSSHFC.2022.02.17.06
3. **Faculty Council Approval Date(s):** February 17, 2022
4. **Senate Committee on First Nations and Aboriginal Peoples Motion Number:**
5. **Senate Committee on First Nations and Aboriginal Peoples Meeting Date:**

INFORMATION TO BE COMPLETED BY RECORDING SECRETARY AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING	
Brief Summary of Committee Debate:	
Motion No.:	SCAAF202203.06
Moved by:	Seconded by:
Committee Decision:	
Approved by SCAAF:	
_____	_____
Date	Chair’s Signature
For recommendation to <u> ✓ </u> , or information of _____ Senate.	

Library Holdings Form
(to be submitted with SCAAF New Course Approval Motion Form)

PROPOSED NEW COURSE: POLS 416-3, Gender and Politics

Library Holdings (to be completed by the appropriate Librarian):

a) Are current library holdings adequate? Yes x No

Available resources are sufficient, but faculty are encouraged to contact their liaison librarian if additional resources are required.

b) If no to a), what monographs / periodicals / E-resources will be needed, and at what estimated cost?

c) If no to a), what is the proposed funding source?



University Librarian (or designate) signature

15 December 2021
Date

SENATE COMMITTEE ON ACADEMIC AFFAIRS

NEW COURSE APPROVAL MOTION FORM

Motion: That the new course WMST 416-3, Gender and Politics be approved as follows:

A. Description of the Course

1. **Proposed semester of first offering:** September 2022
2. **Academic Program:** Women's Studies
3. **Course Subject, Number*, and Credit hours (e.g. CHEM 210-3):** WMST 416-3
4. **Course Title:** Gender and Politics
5. **Goal(s) of Course:**

Upon successful completion of this course, students will be able to:

1. Analyze different perspectives on current debates on gender and politics
2. Engage in critical discussion about contemporary issues and political debates relevant to course material
3. Articulate the main themes and debates within feminist analyses of politics
4. Critique existing scholarship in the gender and politics field
5. Prepare a critical summary of current scholarship and formulate discussion questions related to the main concepts
6. Synthesize current literature on an issue related to gender and politics
7. Present a case for a specific position on one of the key debates in gender politics in a formal research paper.

6. Calendar Course Description:

This course examines gender, understood as a hierarchical, binary opposition of masculinity and femininity, and its intersection with power relations, understood as an expression of politics. The course examines how gender hierarchy is a system of differential power that intersects with various systems of oppression and privilege. A significant amount of time is spent on the topic of intersectionality in politics from a variety of standpoints within our ever-changing socio-economic context, including Indigenous feminisms, eco-politics, Black social movements, disability, LGBTQ movements, and various iterations of masculinity.

7. **Credit Hours:** 3 credit hours (Normally, UNBC courses are 3 credit hours and may not be repeated for additional credit. If this course falls outside the norm, please complete sections "a)" and "b)" below).

a) Can the course be repeated for credit if the subject matter differs substantially?

Yes* No X

B. Significance Within Academic Program

1. Anticipated enrolment 10
2. If there is a proposed enrolment limit, state the limit and explain: N/A
3. Required for: Major: X Minor: X Other: _____
4. Elective in: Major: _____ Minor: _____ Other: _____
5. Course required by another major/minor:
6. Course required or recommended by an accrediting agency: N/A
7. Toward what degrees will the course be accepted for credit? All UNBC degrees
8. What other courses are being proposed within the Program this year? GNDR 616-3, WMST 313
9. What courses are being deleted from the Program this year? None

C. Relation to Other Program Areas

1. Identify courses in other UNBC Programs that overlap with this course; describe the overlap and comment on its significance:
2. Is a preclusion required? Yes X No _____
3. If there is an overlap, and no preclusion is required, please explain why not: N/A
4. Has this overlap been discussed with the Program concerned? Yes
5. In offering this course, will UNBC require facilities or staff at other institutions?
Yes _____ No X
6. Is this course replacing an existing course that is included in one or more transfer agreements with external institutions?
Yes _____ No X

If yes, please describe requirements:

If **“yes,”** please contact the Articulation Officer in the Office of the Registrar.

D. Resources required

1. Please describe ADDITIONAL resources required over the next five years to offer this course.
 - i. College Staffing: N/A
 - ii. Space (classroom, laboratory, storage, etc.): Classroom
 - iii. Library Holdings: See attached form
 - iv. Computer (time, hardware, software): N/A

E. Additional Attached Materials

F. Other Considerations

1. First Nations Content*: Yes** X No
** Whether a new course has First Nations content is to be determined by the relevant College Council(s).*

****If “yes,”** refer the motion to the Senate Committee on First Nations and Aboriginal Peoples **prior to** SCAAF.

2. **Other Information:** This course will be cross-listed with WMST 416-3 and GNDR 616-3 and will contribution the Women’s Studies program.
3. **Attachment Pages (in addition to required “Library Holdings” Form):** 0 pages

G. Authorization

Reviewed by SCCC: February 28, 2022

Faculty: Indigenous Studies, Social Sciences and Humanities

Faculty Council Motion Number(s): FISSSHFC.2022.03.17.10

Faculty Council Approval Date(s): March 17, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number:

Senate Committee on First Nations and Aboriginal Peoples Meeting Date:

**INFORMATION TO BE COMPLETED BY RECORDING SECRETARY AFTER SENATE
COMMITTEE ON ACADEMIC AFFAIRS MEETING**

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to **, or information of** _____ **Senate.**

SENATE COMMITTEE ON ACADEMIC AFFAIRS

NEW COURSE APPROVAL MOTION FORM

Motion: That the new course WMST 313-3, Gender and International Studies be approved as follows:

A. Description of the Course

1. **Proposed semester of first offering:** September 2022
2. **Academic Program:** Women's Studies
3. **Course Subject, Number*, and Credit hours (e.g. CHEM 210-3):** WMST 313-3
4. **Course Title:** Gender and International Studies
5. **Goal(s) of Course:** To offer Women's Studies students an overview of the relationship between gender and foreign policy. This is a cross-listing of an existing INTS course (INTS 308-3).
6. **Calendar Course Description:**

Understanding gender is essential for understanding how our world thinks and functions. This course offers critical analysis of the role of gender in global affairs.

7. **Credit Hours:** 3 credit hours (Normally, UNBC courses are 3 credit hours and may not be repeated for additional credit. If this course falls outside the norm, please complete sections "a)" and "b)" below).

a) Can the course be repeated for credit if the subject matter differs substantially?

Yes* No X

* If "yes," please indicate the maximum number** of credit hours which may be applied to a student's degree using this course: #

** If the course may be taken more than once but will only ever be offered for 3 credit hours, for example, per offering, the credit hours are simply expressed as "3" and the following notation (with the correct number of credit hours noted) is included within the Calendar Course Description:
"This course may be repeated to a maximum of XX credit hours if the material is substantially different."

b) Is variable credit available for this course? Yes No X

Variable credit is denoted by the following examples:

- i) **"3-6"**: in this example, the course may be offered for 3, 4, 5, OR 6 credit hours during a single offering. In this example, the course number would be expressed as CHEM 210-(3-6).

ii) "3,6": in this example, the course may be offered for EITHER 3 or 6 credit hours during a single offering. In this example, the course number would be expressed as CHEM 210-(3,6).

8. Contact Hours (per week):

Lecture 3

Seminar #

Laboratory #

Other (please specify) _____

9. Prerequisites (taken prior): INTS 100-3, WMST 100-3, or permission of the instructor

10. Prerequisites with concurrency (taken prior or simultaneously): None

11. Co-requisites (must be taken simultaneously): None

12. Preclusions: INTS 308-3

13. Course Equivalencies: None

14. Grade Mode: NORMAL (i.e., alpha grade)

15. Course to be offered: each semester _____
each year _____
alternating years X

16. Proposed text / readings: None

B. Significance Within Academic Program

1. Anticipated enrolment 10

2. If there is a proposed enrolment limit, state the limit and explain: No

3. Required for: Major: No Minor: No Other: _____

4. Elective in: Major: Yes Minor: Yes Other: _____

5. Course required by another major/minor: N/A

6. Course required or recommended by an accrediting agency: N/A

7. Toward what degrees will the course be accepted for credit? N/A

8. What other courses are being proposed within the Program this year? WMST 416, GNDR 616

9. What courses are being deleted from the Program this year? None

C. Relation to Other Program Areas

1. Identify courses in other UNBC Programs that overlap with this course; describe the overlap and comment on its significance:

This is a cross-listing of INTS 308-3. No other courses overlap with this course and its content.

2. Is a preclusion required? Yes, for INTS 308-3 only.
3. If there is an overlap, and no preclusion is required, please explain why not: N/A
4. Has this overlap been discussed with the Program concerned? N/A
5. In offering this course, will UNBC require facilities or staff at other institutions? No

If yes, please describe requirements: N/A

6. Is this course replacing an existing course that is included in one or more transfer agreements with external institutions?

No

If “yes,” please contact the Articulation Officer in the Office of the Registrar.

D. Resources required

1. Please describe ADDITIONAL resources required over the next five years to offer this course.

- i. College Staffing: None
- ii. Space (classroom, laboratory, storage, etc.): Classroom
- iii. Library Holdings: See attached form
- iv. Computer (time, hardware, software): None

E. Additional Attached Materials

F. Other Considerations

1. First Nations Content*: Yes** _____ No X

* Whether a new course has First Nations content is to be determined by the relevant College Council(s).

**If “yes,” refer the motion to the Senate Committee on First Nations and Aboriginal Peoples prior to SCAAF.

2. Other Information: None
3. Attachment Pages (in addition to required “Library Holdings” Form): 0 pages

G. Authorization

Reviewed by SCCC: February 28, 2022

Faculty: Faculty of Indigenous Studies, Social Sciences and Humanities

Faculty Council Motion Number(s): FISSSHFC.2022.03.17.09

Faculty Council Approval Date(s): March 17, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

INFORMATION TO BE COMPLETED BY RECORDING SECRETARY AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by: _____ **Seconded by:** _____

Committee Decision:

Approved by SCAAF: _____
Date Chair's Signature

For recommendation to _____, **or information of** _____ **Senate.**

**Library Holdings
Form**
(to be submitted with SCAAF New Course Approval Motion Form)

PROPOSED NEW COURSE: WMST 313-3, Gender and Foreign Policy

Library Holdings (to be completed by the appropriate Librarian):

- a) Are current library holdings adequate? Yes X No _____
- b) If no to a), what monographs / periodicals / E-resources will be needed, and at what estimated cost?
-
-
-
-
-
-
-
-
-
-
- c) If no to a), what is the proposed funding source?



University Librarian (or designate) signature

Feb. 3, 2022

Date

MEMO

From: Mauricio Dzedzic, Chair, School of Engineering

Date: April 01, 2022

Re: Changes in Engineering Curricula

The School of Engineering at UNBC is conducting a review of existing curricula in view of added expertise brought in by recent faculty hires, and also due to the launch of our MASc in Engineering. We have also modified admission requirements to align language with current high school curricula.

Below are highlights of the changes:

- **Admission requirements:** Motions 02 and 29 remove “Applied Physics 12” from the admissions requirements, leaving “Physics 12”, remove “Chemistry 11” following recommendations of UNBC’s Department of Chemistry. This also involved consultation with the Recruitment Office, Office of the Registrar, and Student Advising.

- **Programs:**
 1. Motion 23 replaces ENGR 250 with MATH 335, as MATH 335 more adequately covers the content that was intended for ENGR 250, parking ENGR 250; the motion also substitutes STAT 371 with STAT 271, a statistics course recently proposed and tailored to the needs of Engineering students. These changes are for the Civil Engineering program;
 2. Motion 25 replaces STAT 317 with STAT 271 for the Joint Environmental Engineering program (UBC was consulted and approved the change);
 3. Motion 27 replaces STAT 317 with STAT 271 for the Environmental Engineering program;
 4. Motion 08 removes ENGR 250 as a prerequisite for CIVE 320, since ENGR 250 is being parked;
 5. Motions 11 and 17 substitute CIVE 411 by ENGR 411, so that it can be offered in all Engineering programs;
 6. Motions 24 and 28 allow the students to choose between ENGR 411 and ENGR 412 for their project management course. 411 covers the management of large projects, while 412 is tailored to the management of a small business;
 7. Motions 14, 15, 16, and 18, introduce new technical electives that will be made available to Engineering students as our first cohort reaches their senior year in 2022/23, and reflects expertise brought in by new faculty members as well as courses that are being cross-listed with graduate courses offered at the School of Engineering.
 8. Motions 19 and 20 create courses to be offered for our graduate students, both in the MASc in Engineering and the MEng in Integrated Wood Design;
 9. Motions 12, 13, 21, and 22, replace 700-level courses originally offered only for MEng students with 600-level courses that can be cross-listed with technical electives offered to undergraduate students;

10. Motions 03 to 07, 09 and 10 change MEng course titles, descriptions and prerequisites to better reflect their content and also allow their offer to MASc students;
11. Motion 26 changes the requirements for the MEng program as it has been modified for delivery in a semester format, instead of block, so that MASc students can also take the MEng-related courses. This change also facilitates integration of the MEng group into the School of Engineering, as it allows more scheduling flexibility regarding undergraduate teaching. Additionally, the number of credits required for the MEng was lowered to align with usual course loads in MEng programs offered at other Canadian universities. Finally, with a semester mode of delivery, the MEng might attract local professionals who were not able to attend classes in an intensive mode, three-week block, delivery.

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the changes to the Civil Engineering Degree Program Requirements on page 101 and 193 of the 2021/2022 undergraduate calendar, be approved as proposed.

1. **Effective date:** September 2022

2. **Rationale for the proposed revisions:**

The lack of a course with numerical methods content was reported in the last accreditation of the Joint Environmental Engineering program. That report will be considered when our new programs are reviewed for accreditation, and the change is being made to remedy that situation. The Mathematics department developed a new statistics course, STAT 271-3, in consultation with the School of Engineering, specifically designed for engineers. This course will replace STAT 371-3.

3. **Implications of the changes for other programs, etc., if applicable:**

The Mathematics department supports this change and will be changing their course caps accordingly.

4. **Reproduction of current Calendar entry for the item to be revised:**

[Page 101]

Second Year (Semesters 3 & 4)

CIVE 241-4 Civil Engineering Materials
CIVE 260-4 Soil Mechanics I
ENGR 211-3 Engineering Communication
ENGR 217-3 Engineering Design II
ENGR 221-3 Thermodynamics and Heat Transfer
ENGR 240-4 Mechanics of Materials II
ENGR 250-3 Engineering Tools III
ENGR 254-4 Fluid Mechanics I
ENGR 270-3 Surveying
MATH 200-3 Calculus III
MATH 230-3 Linear Differential Equations and Boundary Value Problems
STAT 371-3 Probability and Statistics for Scientists and Engineers

3 credit hours chosen from the lists of electives

Third Year (Semesters 5 & 6)

CIVE 320-3 Structural Analysis I
CIVE 321-3 Structural Analysis II

CIVE 340-3 Structural Design I
CIVE 341-3 Structural Design II
CIVE 360-4 Soil Mechanics II
CIVE 370-3 Transportations Systems
CIVE 372-3 Construction Management
ENGR 300-3 Sustainable Principles of Engineering
ENGR 353-3 Hydrology and Open Channel Flow
ENGR 358-4 Water and Wastewater Systems
ENGR 380-3 Engineering Economics

3 credit hours chosen from the lists of electives

5. **Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

[Page 101]

Second Year (Semesters 3 ~~&~~ and 4)

CIVE 241-4 Civil Engineering Materials
CIVE 260-4 Soil Mechanics I
CIVE 320-3 Structural Analysis I
ENGR 211-3 Engineering Communication
ENGR 217-3 Engineering Design II
ENGR 221-3 Thermodynamics and Heat Transfer
ENGR 240-4 Mechanics of Materials II
~~ENGR 250-3 Engineering Tools III~~
ENGR 254-4 Fluid Mechanics I
ENGR 270-3 Surveying
MATH 200-3 Calculus III
MATH 230-3 Linear Differential Equations and Boundary Value Problems
~~STAT 371-3 Probability and Statistics for Scientists and Engineers~~
STAT 271-3 Statistical Reasoning for Engineers

Choose 3 credit hours ~~chosen~~ from the lists of electives.

Third Year (Semesters 5 ~~&~~ and 6)

~~CIVE 320-3 Structural Analysis I~~
CIVE 321-3 Structural Analysis II
CIVE 340-3 Structural Design I
CIVE 341-3 Structural Design II
CIVE 360-4 Soil Mechanics II
CIVE 370-3 Transportations Systems
CIVE 372-3 Construction Management
ENGR 300-3 Sustainable Principles of Engineering
ENGR 353-3 Hydrology and Open Channel Flow
ENGR 358-4 Water and Wastewater Systems
ENGR 380-3 Engineering Economics
MATH 335-3 Introduction to Numerical Methods

Choose 3 credit hours ~~chosen~~ from the lists of electives.

6. **Authorization:**

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering

Faculty Council Motion Number: FSE FC 2022 15:03:22

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

7. **Other Information**

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by: _____ **Seconded by:** _____

Committee Decision:

Approved by SCAAF: _____
Date Chair's Signature

For recommendation to , or information of _____ Senate.

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the changes to the Civil Engineering Degree Requirements on page 101 of the 20121/2022 undergraduate calendar, be approved as proposed.

1. **Effective date:** September 2022

2. **Rationale for the proposed revisions:**

Replacing CIVE 411-3, ENGR 411-3 will be paired with ENGR 412-3 (existing), and students in both Civil and Environmental Engineering will be able to choose between the two. ENGR 411 focuses on large projects, while ENGR 412 focuses on small projects and small businesses. Currently, CIVE 411 is a mandatory course for Civil Engineering students, and ENGR 412 is a mandatory course for Environmental Engineering students.

3. **Implications of the changes for other programs, etc., if applicable:** None

4. **Reproduction of current Calendar entry for the item to be revised:**

Fourth Year (Semesters 7 & 8)

CIVE 400-3 Capstone Design Project I
CIVE 401-6 Capstone Design Project II
CIVE 411-3 Project Management
ENGR 410-3 Professional Practice & Law
21 credit hours chosen from the lists of electives

Electives

Electives must be chosen from the following lists.

15 credit hours total must be chosen from the Civil and Environmental Engineering elective lists.

Civil Engineering technical electives:
9 or 12 credit hours of the following:

CIVE 451-3 Building Physics
CIVE 461-3 Foundation Design
CIVE 471-3 Cold Climate Construction Engineering
CIVE 481-3 Urban and Regional Planning

Environmental Engineering electives:
3 or 6 credit hours of the following:

ENGR 354-3 Fluid Mechanics II

ENGR 412-3 Engineering Business & Project Management
ENVE 355-3 Engineering Hydrology
ENVE 462-3 Geo-Environmental Engineering

Science electives:

6 credit hours of the following:

ENSC 308-3 Northern Contaminated Environments
ENSC 412-3 Air Pollution
ENSC 425-3 Climate Change and Global Warming
FSTY 345-3 Wood Materials Science
GEOG 205-3 Cartography and Geomatics
GEOG 210-3 Introduction to Earth Science

Humanities or Social Sciences electives:

3 credit hours of the following:

ENPL 305-3 Environmental Impact Assessment
ENVS 230-3 Introduction to Environmental Policy
ENVS 414-3 Environmental and Professional Ethics
FNST 304-3 Indigenous Environmental Philosophy
GEOG 202-3 Resources, Economies, and Sustainability
NREM 303-3 Aboriginal Perspectives on Land and Resource Management
NREM 306-3 Society, Policy and Administration
POLS 100-3 Contemporary Political Issues

5. Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:

[CIVE 411 changing to ENGR 411 Forms Submitted in this package for Change]

Fourth Year (Semesters 7 & and 8)

CIVE 400-3 Capstone Design Project I
CIVE 401-6 Capstone Design Project II
~~CIVE 411-3 Project Management~~
ENGR 410-3 Professional Practice & Law

One of the following:

ENGR 411-3 Project Management
ENGR 412-3 Engineering Business & Project Management

Choose 21 credit hours chosen from the lists of electives.

Electives

Electives must be chosen from the following lists.

Choose 15 credit hours total must be chosen from the Civil and Environmental Engineering elective lists.

Choose 9 or 12 credit hours from the Civil Engineering technical electives:

~~9 or 12 credit hours of the following:~~

CIVE 451-3 Building Physics
CIVE 461-3 Foundation Design
CIVE 471-3 Cold Climate Construction Engineering

CIVE 481-3 Urban and Regional Planning

~~Environmental Engineering electives:~~

~~Choose 3 or 6 credit hours from the Environmental Engineering electives:of the following:~~

ENGR 354-3 Fluid Mechanics II
ENGR 412-3 Engineering Business & Project Management
ENVE 317-3 Engineering Design III: Municipal Engineering
ENVE 355-3 Engineering Hydrology
ENVE 462-3 Geo-Environmental Engineering

~~Science electives:~~

~~6 credit hours of the following:~~

~~Choose 6 credit hours from the Science electives:of the following:~~

ENSC 201-3 Weather and Climate
ENSC 308-3 Northern Contaminated Environments
ENSC 412-3 Air Pollution
ENSC 425-3 Climate Change and Global Warming
FSTY 345-3 Wood Materials Science
GEOG 205-3 Cartography and Geomatics
GEOG 210-3 Introduction to Earth Science

~~Humanities or Social Sciences electives:~~

~~3 credit hours of the following:~~

~~Choose 3 credit hours from the Humanities or Social Sciences electives:of the following:~~

ENPL 305-3 Environmental Impact Assessment
ENVS 230-3 Introduction to Environmental Policy
ENVS 414-3 Environmental and Professional Ethics
FNST 304-3 Indigenous Environmental Philosophy
GEOG 202-3 Resources, Economies, and Sustainability
NREM 303-3 Aboriginal Perspectives on Land and Resource Management
NREM 306-3 Society, Policy and Administration
POLS 100-3 Contemporary Political Issues

6. Authorization:

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering

Faculty Council Motion Number: FSE FC 2022 15:03:23

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

7. **Other Information**

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to ✓ , or information of _____ Senate.

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the changes to the Environmental Engineering Degree Program Requirements (UNBC/UBC Joint Program) on page 103 of the 2021/2022 undergraduate calendar, be approved as proposed.

1. **Effective date:** September 2022

2. **Rationale for the proposed revisions:**

The Mathematics department developed a new statistics course, STAT 271-3, in consultation with the School of Engineering, specifically designed for engineers. This course will replace STAT 371-3.

3. **Implications of the changes for other programs, etc., if applicable:**

The Mathematics department supports this change.

4. **Reproduction of current Calendar entry for the item to be revised:**

Semester 3 and 4 completed at UNBC

ENGR 210-3 Material and Energy Balances
ENGR 211-3 Engineering Communication
ENGR 217-3 Engineering Design II
ENGR 220-3 Engineering Chemistry
ENGR 254-4 Fluid Mechanics I
ENSC 201-3 Weather and Climate
ENVE 222-3 Engineering Biology
FSTY 205-3 Introduction to Soil Science
or GEOG 210-3 Introduction to Earth Science
MATH 200-3 Calculus III
MATH 230-3 Linear Differential Equations and Boundary Value Problems
STAT 371-3 Probability and Statistics for Scientists and Engineers

5. **Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

Semester 3 and 4 completed at UNBC

ENGR 210-3 Material and Energy Balances
ENGR 211-3 Engineering Communication
ENGR 217-3 Engineering Design II
ENGR 220-3 Engineering Chemistry
ENGR 254-4 Fluid Mechanics I

ENSC 201-3 Weather and Climate
ENVE 222-3 Engineering Biology
FSTY 205-3 Introduction to Soil Science
or GEOG 210-3 Introduction to Earth Science
MATH 200-3 Calculus III
MATH 230-3 Linear Differential Equations and Boundary Value Problems
~~STAT 371-3 Probability and Statistics for Scientists and Engineers~~
STAT 271-3 Statistical Reasoning for Engineers

6. Authorization:

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering:

Faculty: Science and Engineering

Faculty Council Motion Number: FSE FC 2022 15:03:24

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

7. Other Information

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

For recommendation to ✓ , or information of _____ Senate.

Motion Number (assigned by
Steering Committee of Senate): _____

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the changes to the Environmental Engineering Degree Program Requirements (UNBC) on page 102 of the 2021/2022 undergraduate calendar, be approved as proposed.

1. **Effective date:** September 2022

2. **Rationale for the proposed revisions:**

The Mathematics department developed a new statistics course, STAT 271-3, in consultation with the School of Engineering, specifically designed for engineers. This course will replace STAT 371-3.

3. **Implications of the changes for other programs, etc., if applicable:**

The Mathematics department supports this change.

4. **Reproduction of current Calendar entry for the item to be revised:**

Second Year (Semesters 3 & 4)

ENGR 210-3 Materials and Energy Balance
ENGR 211-3 Engineering Communication
ENGR 217-3 Engineering Design II
ENGR 220-3 Engineering Chemistry
ENGR 221-3 Thermodynamics & Heat Transfer
ENGR 254-4 Fluid Mechanics I
ENGR 270-3 Surveying
ENSC 201-3 Weather and Climate
ENVE 222-3 Engineering Biology
FSTY 205-3 Introduction to Soil Science
or GEOG 210-3 Introduction to Earth Science
MATH 200-3 Calculus III
MATH 230-3 Linear Differential Equations and Boundary Value Problems
STAT 371-3 Probability and Statistics for Scientists and Engineers

5. **Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

Second Year (Semesters 3 & and 4)

ENGR 210-3 Materials and Energy Balance
ENGR 211-3 Engineering Communication

ENGR 217-3 Engineering Design II
ENGR 220-3 Engineering Chemistry
ENGR 221-3 Thermodynamics & Heat Transfer
ENGR 254-4 Fluid Mechanics I
ENGR 270-3 Surveying
ENSC 201-3 Weather and Climate
ENVE 222-3 Engineering Biology
FSTY 205-3 Introduction to Soil Science
or GEOG 210-3 Introduction to Earth Science
MATH 200-3 Calculus III
MATH 230-3 Linear Differential Equations and Boundary Value Problems
~~STAT 371-3 Probability and Statistics for Scientists and Engineers~~
STAT 271-3 Statistical Reasoning for Engineers

6. Authorization:

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering

Faculty Council Motion Number: FSE FC 2022 15:03:26

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

7. Other Information

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to _____, **or information of** _____ **Senate.**

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the changes to the UNBC Environmental Engineering Degree Requirements on page 102 of the 20121/2022 undergraduate calendar, be approved as proposed.

1. **Effective date:** September 2022

2. **Rationale for the proposed revisions:**

ENGR 411-3, which replaces CIVE 411-3, will be paired with ENGR 412-3 (existing), and students in both Civil and Environmental Engineering will be able to choose between the two. ENGR 411 focuses on large projects, while ENGR 412 focuses on small projects and small businesses. Currently, CIVE 411 is a mandatory course for Civil Engineering students, and ENGR 412 is a mandatory course for Environmental Engineering students.

3. **Implications of the changes for other programs, etc., if applicable:** None

4. **Reproduction of current Calendar entry for the item to be revised:**

Fourth Year (Semesters 7 & 8)

ENGR 410-3 Professional Practice & Law
ENGR 412-3 Engineering Business & Project Management
ENSC 406-3 Environmental Modelling
ENVE 400-3 Capstone Design Project I
ENVE 401-6 Capstone Design Project II
ENVE 430-3 Energy Systems
ENVE 455-3 Engineering Hydrology
12 credit hours chosen from the lists of electives

Electives

Electives must be chosen from the following lists.

6 credit hours of the following:

CIVE 370-3 Transportation Systems
CIVE 451-3 Building Physics
CIVE 481-3 Urban and Regional Planning
ENVE 421-3 Contaminant Transport in the Environment
ENVE 462-3 Geo-environmental Engineering

6 credit hours of the following:

ENSC 307-3 Introduction to Geochemistry
ENSC 308-3 Northern Contaminated Environments
ENSC 325-3 Soil Physical Processes and the Environment
ENSC 412-3 Air Pollution
ENSC 425-3 Climate Change and Global Warming
ENSC 450-3 Environmental and Geophysical Data Analysis
ENSC 452-3 Reclamation & Remediation of Disturbed
Environments
FSTY 205-3 Introduction to Soil Science
FSTY 345-3 Wood Materials Science
FSTY 425-3 Soil Formation and Classification
GEOG 205-3 Cartography and Geomatics
GEOG 210-3 Introduction to Earth Science
GEOG 311-3 Drainage Basin Geomorphology
GEOG 202-3 Resources, Economies, and Sustainability
GEOG 401-3 Tenure, Conflict and Resource Geography
GEOG 403-3 First Nations and Indigenous Geographies
NREM 303-3 Aboriginal Perspectives on Land and
Resource Management
NREM 306-3 Society, Policy and Administration
POLS 100-3 Contemporary Political Issues

3 credit hours of the following:

ENPL 305-3 Environmental Impact Assessment
ENPL 401-3 Environmental Law
ENVS 230-3 Introduction to Environmental Policy
ENVS 414-3 Environmental and Professional Ethics
FNST 304-3 Indigenous Environmental Philosophy

5. Proposed revision with changes underlined and deletions indicated clearly using “~~striketrough~~”:

[CIVE 411 changing to ENGR 411 Forms Submitted in this package for Change]

Fourth Year (Semesters 7 & and 8)

ENGR 410-3 Professional Practice & Law
~~ENGR 412-3 Engineering Business & Project Management~~
ENSC 406-3 Environmental Modelling
ENVE 400-3 Capstone Design Project I
ENVE 401-6 Capstone Design Project II
ENVE 430-3 Energy Systems
ENVE 455-3 Engineering Hydrology

One of the following:

ENGR 411-3 Project Management
ENGR 412-3 Engineering Business & Project Management

Choose 12 credit hours ~~chosen~~ from the lists of electives.

Electives

Electives must be chosen from the following lists.

Choose 6 credit hours from~~of~~ the following list:

CIVE 370-3 Transportation Systems
CIVE 451-3 Building Physics
CIVE 481-3 Urban and Regional Planning
ENVE 421-3 Contaminant Transport in the Environment
ENVE 462-3 Geo-environmental Engineering

Choose 6 credit hours from the following list:

ENSC 307-3 Introduction to Geochemistry
ENSC 308-3 Northern Contaminated Environments
ENSC 325-3 Soil Physical Processes and the Environment
ENSC 412-3 Air Pollution
ENSC 425-3 Climate Change and Global Warming
ENSC 450-3 Environmental and Geophysical Data Analysis
ENSC 452-3 Reclamation & Remediation of Disturbed Environments
FSTY 205-3 Introduction to Soil Science
FSTY 345-3 Wood Materials Science
FSTY 425-3 Soil Formation and Classification
GEOG 205-3 Cartography and Geomatics
GEOG 210-3 Introduction to Earth Science
GEOG 311-3 Drainage Basin Geomorphology
GEOG 202-3 Resources, Economies, and Sustainability
GEOG 401-3 Tenure, Conflict and Resource Geography
GEOG 403-3 First Nations and Indigenous Geographies
NREM 303-3 Aboriginal Perspectives on Land and Resource Management
NREM 306-3 Society, Policy and Administration
POLS 100-3 Contemporary Political Issues

Choose 3 credit hours from the following list:

ENPL 305-3 Environmental Impact Assessment
ENPL 401-3 Environmental Law
ENVS 230-3 Introduction to Environmental Policy
ENVS 414-3 Environmental and Professional Ethics
FNST 304-3 Indigenous Environmental Philosophy

6. Authorization:

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering

Faculty Council Motion Number: FSE FC 2022 15:03:27

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

7. Other Information

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to ✓ , or information of _____ Senate.

3. If there is an overlap, and no preclusion is required, please explain why not: not applicable

4. Has this overlap been discussed with the Program concerned? Yes _____ No X

5. In offering this course, will UNBC require facilities or staff at other institutions?

Yes _____ No X

If yes, please describe requirements: not applicable

6. Is this course replacing an existing course that is included in one or more transfer agreements with external institutions?

Yes _____ No X

If “yes,” please contact the Articulation Officer in the Office of the Registrar.

D. Resources required

1. Please describe ADDITIONAL resources required over the next five years to offer this course.

i. College Staffing: None

ii. Space (classroom, laboratory, storage, etc.):

Regular classroom space for lectures, Computer lab space for laboratory sessions

iii: Library Holdings: See attached form

iv. Computer (time, hardware, software):

Computers installed with RocScience Software Suite, 6 computer lab sessions * 3 hours/each session = 18 hours

E. Additional Attached Materials None

F. Other Considerations

1. First Nations Content*: Yes** _____ No X

* *Whether a new course has First Nations content is to be determined by the relevant College Council(s).*

**If “yes,” refer the motion to the Senate Committee on First Nations and Aboriginal Peoples prior to SCAAF.

2. Other Information: None

3. Attachment Pages (in addition to required “Library Holdings” Form): 0 pages

G. Authorization

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering

Faculty Council Motion Number: FSE FC 2022 15:03:13

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

INFORMATION TO BE COMPLETED BY RECORDING SECRETARY AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to **, or information of** _____ **Senate.**

Library Holdings Form

(to be submitted with SCAAF New Course Approval Motion Form)

PROPOSED NEW COURSE: CIVE 438-4 Rock Mechanics and Rock Engineering

Library Holdings (to be completed by the appropriate Librarian):

a) Are current library holdings adequate? Yes _____ No X

b) If no to a), what monographs / periodicals / E-resources will be needed, and at what estimated cost?

Library monographs holdings on this topic are sparse and dated. A refresh of monographs is needed to adequately support this course. An additional 10-20 monographs published after 2015 is recommended at an estimated cost of ~\$3000.

Access to periodicals on this topic are satisfactory due to subscriptions negotiated through CRKN (Elsevier Science Direct, Springer Journals, Wiley Journals, etc.)

c) If no to a), what is the proposed funding source?

Additions to the Library monograph collection can be accommodated within the existing Library Acquisitions budget.

Heather Empey

University Librarian (or designate) signature

October 25, 2021

Date

SENATE COMMITTEE ON ACADEMIC AFFAIRS

NEW COURSE APPROVAL MOTION FORM

Motion: That the new course CIVE 439-3 Introduction to Structural Fire Engineering be approved as follows:

A. Description of the Course

1. **Proposed semester of first offering:** September 2022
2. **Academic Program:** BAsC Civil Engineering
3. **Course Subject, Number*, and Credit hours (e.g. CHEM 210-3):** CIVE 439-3
4. **Course Title:** Introduction to Structural Fire Engineering
5. **Goal(s) of Course:**

The goals of this course are to provide students with the skills to:

- Understand, critically evaluate and analyze fire as a structural hazard and its consequences on the built environment.
- Undertake structural fire resistance design for steel, concrete and timber structures.
- Comprehend the importance of structural fire safety within the context of overall fire safety.
- Prepare for professional activities within the evolving field of fire safety engineering.

Additionally, as fire safety is not covered in most structural engineering curriculum, one major goal is to raise awareness and training regarding code-based and performance-based design methods for structural fire safety engineering.

Course will be crossed with ENGR 639-3

6. Calendar Course Description:

This course introduces fire as a structural hazard and presents basic strategies for achieving fire safety in the built environment. Relevant topics include, but are not limited to, the fundamentals of fire behaviour, fire load, active- and passive-fire safety measures, material properties at elevated temperatures, and design methods and code guidelines for fire resistant structural design.

7. **Credit Hours:** 3 credit hours (Normally, UNBC courses are 3 credit hours and may not be repeated for additional credit. If this course falls outside the norm, please complete sections "a)" and "b)" below).

a) Can the course be repeated for credit if the subject matter differs substantially?

Yes* _____ No X

b) Is variable credit available for this course? Yes _____ No X

8. Contact Hours (per week):

Lecture 3

Seminar #

Laboratory _____

Other (please specify) _____

9. Prerequisites (taken prior): CIVE 321, CIVE 341

10. Prerequisites with concurrency (taken prior or simultaneously): ENGR 639-3

11. Co-requisites (must be taken simultaneously): None

12. Preclusions:

13. Course Equivalencies: None

14. Grade Mode: NORMAL

15. Course to be offered: each semester _____

each year X

alternating years _____

16. Proposed text / readings: None

B. Significance Within Academic Program

1. Anticipated enrolment 20

2. If there is a proposed enrolment limit, state the limit and explain: No

3. Required for: Major: _____ Minor: _____ Other: _____

4. Elective in: Major: _____ Minor: _____ Other: _____

5. Course required by another major/minor: No

6. Course required or recommended by an accrediting agency:

7. Toward what degrees will the course be accepted for credit? MEng, MAsC in Engineering

8. What other courses are being proposed within the Program this year?

9. What courses are being deleted from the Program this year?

C. Relation to Other Program Areas

1. Identify courses in other UNBC Programs that overlap with this course; describe the overlap and comment on its significance:
2. Is a preclusion required? Yes No
3. If there is an overlap, and no preclusion is required, please explain why not: n/a
4. Has this overlap been discussed with the Program concerned? Yes No
5. In offering this course, will UNBC require facilities or staff at other institutions?
Yes No
6. Is this course replacing an existing course that is included in one or more transfer agreements with external institutions?
Yes No

D. Resources required

1. Please describe ADDITIONAL resources required over the next five years to offer this course.
 - i. College Staffing:
 - ii. Space (classroom, laboratory, storage, etc.):
 - iii. Library Holdings: See attached form
 - iv. Computer (time, hardware, software):

Finite Element software "SAFIR" will be required for this course. No additional hardware is necessary.

E. Additional Attached Materials

F. Other Considerations

1. First Nations Content*: Yes** No
2. Other Information: none
3. Attachment Pages (in addition to required "Library Holdings" Form): 0 pages

G. Authorization

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering

Faculty Council Motion Number: FSE FC 2022 15:03:14

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

INFORMATION TO BE COMPLETED BY RECORDING SECRETARY AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to , or information of _____ Senate.

Library Holdings Form

(to be submitted with SCAAF New Course Approval Motion Form)

PROPOSED NEW COURSE: (CIVE 439-3 Introduction to Structural Fire Engineering)

This course introduces fire as a structural hazard and presents the basic strategies applied for achieving fire safety for the built environment. Relevant topics include but are not limited to the fundamentals of fire behavior, fire load, active- and passive-fire safety measures, material properties at elevated temperatures, and design methods and code guidelines for fire resistant structural design.

Library Holdings (to be completed by the appropriate Librarian):

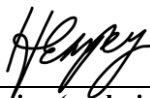
a) Are current library holdings adequate? Yes _____ No X

b) If no to a), what monographs / periodicals / E-resources will be needed, and at what estimated cost?

Additional titles are necessary to update the current collection of fire prevention/fire engineering topics.

c) If no to a), what is the proposed funding source?

Additional titles can be purchased using existing library funds.



University Librarian (or designate) signature

Feb. 9, 2022

Date

SENATE COMMITTEE ON ACADEMIC AFFAIRS

NEW COURSE APPROVAL MOTION FORM

Motion: That the new course CIVE 491-3 Introduction to Wood as a Building Material be approved as follows:

A. Description of the Course

1. **Proposed semester of first offering:** September 2022
2. **Academic Program:** BAsC Civil Engineering
3. **Course Subject, Number*, and Credit hours (e.g. CHEM 210-3):** CIVE 491-3
4. **Course Title:** Introduction to Wood as a Building Material
5. **Goal(s) of Course:**

This new course will enable students to learn wood as a building material and prepare themselves for future learning of wood engineering. This course will be cross listed with existing course IENG 611 Introduction to Wood as a Building Material.

6. Calendar Course Description:

This course provides an overview of using wood as a building material. The course first examines the macroscopic and microscopic structures, chemical compositions, physical, mechanical, and fire properties of wood. It then covers a variety of structural wood-based products by exploring the manufacturing process, characteristics, mechanical properties and application in modern wood structures. The course also briefly introduces wood technologies related to the use of wood in buildings.

7. **Credit Hours:** 3 credit hours (Normally, UNBC courses are 3 credit hours and may not be repeated for additional credit. If this course falls outside the norm, please complete sections "a)" and "b)" below).

a) **Can the course be repeated for credit if the subject matter differs substantially?**

Yes* No

b) **Is variable credit available for this course?** Yes No

8. Contact Hours (per week):

Lecture 2 Laboratory 1

Seminar _____ # _____ Other (please specify) _____

9. **Prerequisites (taken prior):** Admission to an Engineering program and ENGR 240-3

10. **Prerequisites with concurrency (taken prior or simultaneously):** None

11. **Co-requisites (must be taken simultaneously):** none

12. **Preclusions:** IENG 611-3

13. **Course Equivalencies:**

14. **Grade Mode:** NORMAL

15. **Course to be offered:** each semester _____
each year _____ x _____
alternating years _____

16. **Proposed text / readings:**

Forest Products Laboratory. 2010. Wood handbook - Wood as an engineering material. General Technical Report FPL-GTR-190. Madison, WI: U.S. Department of Agriculture, Forest Service, Forest Products Laboratory. 508 p.

B. Significance Within Academic Program

1. **Anticipated enrolment** _____ 15 _____

2. **If there is a proposed enrolment limit, state the limit and explain:** _____ 40 _____

3. **Required for:** Major: _____ Minor: _____ Other: _____

4. **Elective in:** Major: BASc Civil Engineering Minor: _____ Other: _____

5. **Course required by another major/minor:** No

6. **Course required or recommended by an accrediting agency:** No

7. **Toward what degrees will the course be accepted for credit?** BASc Civil Engineering

8. **What other courses are being proposed within the Program this year?**

CIVE439 Introduction to Structural Fire Engineering, CIVE438 Rock Mechanics

9. **What courses are being deleted from the Program this year?**

Parking: ENGR 250-3 Engineering Tools III

C. Relation to Other Program Areas

1. **Identify courses in other UNBC Programs that overlap with this course; describe the overlap and comment on its significance:** None

2. Is a preclusion required? Yes No
3. If there is an overlap, and no preclusion is required, please explain why not: n/a
4. Has this overlap been discussed with the Program concerned? Yes N/A No
5. In offering this course, will UNBC require facilities or staff at other institutions?
Yes No
6. Is this course replacing an existing course that is included in one or more transfer agreements with external institutions?
Yes No

D. Resources required

1. Please describe ADDITIONAL resources required over the next five years to offer this course.
- i. College Staffing: FSE
 - ii. Space (classroom, laboratory, storage, etc.):
 - iii: Library Holdings: See attached form
 - iv. Computer (time, hardware, software): none

E. Additional Attached Materials

F. Other Considerations

1. First Nations Content*: Yes** No
2. Other Information: None
3. Attachment Pages (in addition to required “Library Holdings” Form): pages

G. Authorization

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering

Faculty Council Motion Number: FSE FC 2022 15:03:15

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

**INFORMATION TO BE COMPLETED BY RECORDING SECRETARY AFTER SENATE
COMMITTEE ON ACADEMIC AFFAIRS MEETING**

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to **, or information of** _____ **Senate.**

Library Holdings Form

(to be submitted with SCAAF New Course Approval Motion Form)

PROPOSED NEW COURSE: CIVE 491-3-Introduction to Wood as a Building Material

This course provides an overview of using wood as a building material. The course first examines the macro and microscopic structures of wood, chemical compositions, physical and mechanical properties, and then covers a variety of structural wood-based products by exploring the manufacturing process, characteristics, mechanical properties and application in modern wood structures. The course also briefly introduces wood technologies related to the use of wood in building, fire properties and durability of wood.

Library Holdings (to be completed by the appropriate Librarian):

a) Are current library holdings adequate? Yes X No

b) If no to a), what monographs / periodicals / E-resources will be needed, and at what estimated cost?

c) If no to a), what is the proposed funding source?



University Librarian (or designate) signature

Feb. 9, 2022

Date

SENATE COMMITTEE ON ACADEMIC AFFAIRS

NEW COURSE APPROVAL MOTION FORM

Motion: That the new course ENGR 411-3 Project Management be approved as follows:

A. Description of the Course

Changing CIVE 411-3 to be ENGR 411-3 as it will be an optional required course for Civil and Environmental Engineering.

1. **Proposed semester of first offering:** September 2022
2. **Academic Program:** School of Engineering
3. **Course Subject, Number*, and Credit hours (e.g. CHEM 210-3):** ENGR 411-3
4. **Course Title:** Project Management
5. **Goal(s) of Course:**

Replacing CIVE 411 and will be made optional for both UNBC Engineering Degrees. This new ENGR 411-3 will be paired with ENGR 412-3 (existing), and students in both Civil and Environmental Engineering will be able to choose between the two. ENGR 411 focuses on large projects, while ENGR 412 focuses on small projects and small businesses. Currently, CIVE 411 is a mandatory course for Civil Engineering students, and ENGR 412 is a mandatory course for Environmental Engineering students.

6. Calendar Course Description:

This course examines perspectives on project management as it relates to Civil and Environmental Engineering. The study of project management spans all phases of the project life cycle including, but not limited to, preliminary feasibility analysis, concept development, and project commissioning. Students explore key issues in project management using case studies.

7. **Credit Hours:** 3 credit hours (Normally, UNBC courses are 3 credit hours and may not be repeated for additional credit. If this course falls outside the norm, please complete sections "a)" and "b)" below).

a) Can the course be repeated for credit if the subject matter differs substantially?

Yes* _____ No X

b) Is variable credit available for this course? Yes _____ No X

1. Identify courses in other UNBC Programs that overlap with this course; describe the overlap and comment on its significance: None
2. Is a preclusion required? Yes No
3. If there is an overlap, and no preclusion is required, please explain why not: N/A
4. Has this overlap been discussed with the Program concerned? Yes N/A No
5. In offering this course, will UNBC require facilities or staff at other institutions?
Yes No
6. Is this course replacing an existing course that is included in one or more transfer agreements with external institutions?
Yes No

D. Resources required

1. Please describe ADDITIONAL resources required over the next five years to offer this course.
 - i. College Staffing: FSE
 - ii. Space (classroom, laboratory, storage, etc.):
 - iii. Library Holdings: See attached form
 - iv. Computer (time, hardware, software): None

E. Additional Attached Materials

F. Other Considerations

1. First Nations Content*: Yes** No
2. Other Information: none
3. Attachment Pages (in addition to required "Library Holdings" Form): pages

G. Authorization

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering

Faculty Council Motion Number: FSE FC 2022 15:03:16

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

INFORMATION TO BE COMPLETED BY RECORDING SECRETARY AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to ✓, or information of _____ Senate.

Library Holdings Form

(to be submitted with SCAAF New Course Approval Motion Form)

PROPOSED NEW COURSE: (ENGR 411-3 Project Management)

Library Holdings (to be completed by the appropriate Librarian):

a) Are current library holdings adequate? Yes x No

b) If no to a), what monographs / periodicals / E-resources will be needed, and at what estimated cost?

c) If no to a), what is the proposed funding source?



University Librarian (or designate) signature

Feb 14, 2022

Date

SENATE COMMITTEE ON ACADEMIC AFFAIRS

NEW COURSE APPROVAL MOTION FORM

Motion: That the new course ENGR 450-3 CAD/BIM in the Construction Industry be approved as follows:

A. Description of the Course

1. **Proposed semester of first offering:** September 2022
2. **Academic Program:** School of Engineering
3. **Course Subject, Number*, and Credit hours (e.g. CHEM 210-3):** ENGR 450-3
4. **Course Title:** CAD/BIM in the Construction Industry
5. **Goal(s) of Course:**

Introduce students to Building Information Modelling (BIM) and Design-for-Manufacture-and-Assembly (DfMA) through the use of Computer-Aided-Design (CAD), introducing BIM as a concept and workflow. Students will learn to use parametric and computational design through CAD keeping in mind constructability as well as it's affects on project management. Course to be crossed with IENG 650-3.

6. Calendar Course Description:

This course focuses on industry-specific topics, including Computer-Aided Design (CAD) and Design for Manufacturing and Assembly (DfMA), with a strong emphasis on their role in Building Information Modelling (BIM) as they relate to construction and engineering. New emerging trends of parametric design are also explored and further investigated for their role in state-of-the-art projects. The roles that interoperability, data exchange, and sharing have in the industry are discussed within the BIM context.

7. **Credit Hours:** 3 credit hours (Normally, UNBC courses are 3 credit hours and may not be repeated for additional credit. If this course falls outside the norm, please complete sections "a)" and "b)" below).

a) Can the course be repeated for credit if the subject matter differs substantially?

Yes* _____ No X

* If "yes," please indicate the maximum number** of credit hours which may be applied to a student's degree using this course: #

** If the course may be taken more than once but will only ever be offered for 3 credit hours, for example, per offering, the credit hours are simply expressed as "3" and the following notation (with the correct number of credit hours noted) is included within the Calendar Course Description:

"This course may be repeated to a maximum of XX credit hours if the material is substantially different."

b) Is variable credit available for this course? Yes _____ No X

Variable credit is denoted by the following examples:

- i) "**3-6**": in this example, the course may be offered for 3, 4, 5, OR 6 credit hours during a single offering. In this example, the course number would be expressed as CHEM 210-(3-6).
- ii) "**3,6**": in this example, the course may be offered for EITHER 3 or 6 credit hours during a single offering. In this example, the course number would be expressed as CHEM 210-(3,6).

8. Contact Hours (per week):

Lecture 2

Seminar 1.5

Laboratory #

Other (please specify) _____

9. Prerequisites (taken prior): None

10. Prerequisites with concurrency (taken prior or simultaneously): None

11. Co-requisites (must be taken simultaneously): None

12. Preclusions: IENG 650-3

13. Course Equivalencies: None

14. Grade Mode: NORMAL (i.e., alpha grade)

15. Course to be offered: each semester _____
each year X
alternating years _____

16. Proposed text / readings: None

B. Significance Within Academic Program

1. Anticipated enrolment 20 or more

2. If there is a proposed enrolment limit, state the limit and explain: None

3. Required for: Major: None Minor: None Other: _____

4. Elective in: Major: CIVE/ENVE/ENGR Minor: None Other: _____

5. Course required by another major/minor: None

6. Course required or recommended by an accrediting agency: None

7. Toward what degrees will the course be accepted for credit? CIVE / ENVE

8. What other courses are being proposed within the Program this year?

9. What courses are being deleted from the Program this year?

C. Relation to Other Program Areas

1. Identify courses in other UNBC Programs that overlap with this course; describe the overlap and comment on its significance:
2. Is a preclusion required? Yes No
3. If there is an overlap, and no preclusion is required, please explain why not:
4. Has this overlap been discussed with the Program concerned? Yes No
5. In offering this course, will UNBC require facilities or staff at other institutions?
Yes No

If yes, please describe requirements:

6. Is this course replacing an existing course that is included in one or more transfer agreements with external institutions?
Yes No

If **“yes,”** please contact the Articulation Officer in the Office of the Registrar.

D. Resources required

1. Please describe ADDITIONAL resources required over the next five years to offer this course.
 - i. College Staffing: None
 - ii. Space (classroom, laboratory, storage, etc.): None
 - iii. Library Holdings: See attached form
 - iv. Computer (time, hardware, software): None, already existing

E. Additional Attached Materials

F. Other Considerations

1. First Nations Content*: Yes** No
* *Whether a new course has First Nations content is to be determined by the relevant College Council(s).*

If **“yes,” refer the motion to the Senate Committee on First Nations and Aboriginal Peoples **prior to** SCAAF.

2. Other Information:

The course is created as an elective for the UNBC undergraduate engineering majors and will cross-listed with IENG 650-3. The graduate level course will have additional assessments and requirements compared to the undergraduate level course proposed in this motion.

3. Attachment Pages (in addition to required "Library Holdings" Form): 0 pages

G. Authorization

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering

Faculty Council Motion Number: FSE FC 2022 15:03:17

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

INFORMATION TO BE COMPLETED BY RECORDING SECRETARY AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to ✓ , or information of _____ Senate.

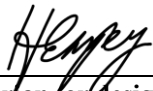
Library Holdings Form

(to be submitted with SCAAF New Course Approval Motion Form)

PROPOSED NEW COURSE: (ENGR 450-3 CAD/BIM in the Construction Industry)

Library Holdings (to be completed by the appropriate Librarian):

- a) Are current library holdings adequate? Yes X No
- b) If no to a), what monographs / periodicals / E-resources will be needed, and at what estimated cost?
- c) If no to a), what is the proposed funding source?



University Librarian (or designate) signature

Feb. 9, 2022

Date

SENATE COMMITTEE ON ACADEMIC AFFAIRS

NEW COURSE APPROVAL MOTION FORM

Motion: That the new course ENGR 638-4 Rock Engineering be approved as follows:

A. Description of the Course

1. **Proposed semester of first offering:** September 2022
2. **Academic Program:** MASc
3. **Course Subject, Number*, and Credit hours (e.g. CHEM 210-3):** ENGR 638-4
4. **Course Title:** Rock Engineering
5. **Goal(s) of Course:**

This course has two primary goals: (1) provide students with fundamental skills and understanding of rock mechanics principles and (2) apply rock mechanics principles to typical rock engineering problems (excavation and rock support design) encountered in surface and underground excavations.

6. Calendar Course Description:

This advanced course introduces rock mechanics and its applications to rock engineering problems. Topics include mechanical properties of intact rock; rock mass properties and classifications; structural mapping and stereonet; rock and rock mass strength criteria; stresses in rock masses; rock slope stability analysis; rock support and stabilization; and empirical, analytical, and numerical analysis techniques for underground excavations.

7. Credit Hours: 4

a) Can the course be repeated for credit if the subject matter differs substantially?

Yes _____ No X

b) Is variable credit available for this course? Yes _____ No X

8. Contact Hours (per week):

Lecture 3

Seminar _____

Laboratory 1

Other (please specify) _____

9. Prerequisites (taken prior): CIVE 360

10. Prerequisites with concurrency (taken prior or simultaneously): None

11. Co-requisites (must be taken simultaneously): None

12. Preclusions: CIVE 438

13. Course Equivalencies: None

14. Grade Mode: NORMAL (i.e., alpha grade)

15. Course to be offered: each semester _____
each year _____ X _____
alternating years _____

16. Proposed text / readings:

A 318-pages comprehensive reader in PDF version will be provided as reading materials

B. Significance Within Academic Program

1. Anticipated enrolment _____ up to 20 in 2023 up to 40 in 2025 _____

2. If there is a proposed enrolment limit, state the limit and explain: _____ None _____

3. Required for: Major: _____ None _____

4. Elective in: Major: _____ MASC _____

5. Course required by another major/minor: None

6. Course required or recommended by an accrediting agency: None

7. Toward what degrees will the course be accepted for credit? MASC

8. What other courses are being proposed within the Program this year? Multiple, see other motions

9. What courses are being deleted from the Program this year? None

C. Relation to Other Program Areas

1. Identify courses in other UNBC Programs that overlap with this course; describe the overlap and comment on its significance:

Crosslinked with CIVE 438. CIVE 438 is offered to BAsC Civil Engineering students, while MAsC 638 is offered to MAsC engineering students. CIVE 438 is the preclusion of MAsC 638.

2. Is a preclusion required? Yes _____ X _____ No _____

3. If there is an overlap, and no preclusion is required, please explain why not: not applicable

4. Has this overlap been discussed with the Program concerned? Yes X No _____

5. In offering this course, will UNBC require facilities or staff at other institutions?

Yes _____ No X

If yes, please describe requirements: not applicable

6. Is this course replacing an existing course that is included in one or more transfer agreements with external institutions?

Yes _____ No X

If **“yes,”** please contact the Articulation Officer in the Office of the Registrar.

D. Resources required

1. Please describe ADDITIONAL resources required over the next five years to offer this course.

i. College Staffing: None

ii. Space (classroom, laboratory, storage, etc.):

Regular classroom space for lectures, Computer lab space for laboratory sessions

iii: Library Holdings: See attached form

iv. Computer (time, hardware, software):

Computers installed with RocScience Software Suite, 6 computer lab sessions * 3 hours/each session = 18 hours

E. Additional Attached Materials None

F. Other Considerations

1. First Nations Content*: Yes** _____ No X

* *Whether a new course has First Nations content is to be determined by the relevant College Council(s).*

If **“yes,” refer the motion to the Senate Committee on First Nations and Aboriginal Peoples **prior to** SCAAF.

2. Other Information: None

3. Attachment Pages (in addition to required “Library Holdings” Form): 0 pages

G. Authorization

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering
Faculty Council Motion Number: FSE FC 2022 15:03:18

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number:

Senate Committee on First Nations and Aboriginal Peoples Meeting Date:

INFORMATION TO BE COMPLETED BY RECORDING SECRETARY AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to **, or information of** _____ **Senate.**

Library Holdings Form

(to be submitted with SCAAF New Course Approval Motion Form)

PROPOSED NEW COURSE: ENGR 638-4 Rock Engineering

Library Holdings (to be completed by the appropriate Librarian):

a) Are current library holdings adequate? Yes _____ No X _____

b) If no to a), what monographs / periodicals / E-resources will be needed, and at what estimated cost?

Library monographs holdings on this topic are sparse and dated. A refresh of monographs is currently underway to adequately support this course and the related CIVE 438. An additional 10-20 monographs published after 2015 are being purchased at an estimated cost of ~\$3000. 6 monographs on this topic have been purchased and more are on order.

Access to periodicals on this topic are satisfactory due to subscriptions negotiated through CRKN (Elsevier Science Direct, Springer Journals, Wiley Journals, etc.)

c) If no to a), what is the proposed funding source?

Additions to the Library monograph collection are being accommodated within the existing Library Acquisitions budget.



University Librarian (or designate) signature

January 25, 2022

Date

SENATE COMMITTEE ON ACADEMIC AFFAIRS

NEW COURSE APPROVAL MOTION FORM

Motion: That the new course ENGR 639-3 Advanced Structural Fire Engineering be approved as follows:

A. Description of the Course

1. **Proposed semester of first offering:** September 2022
2. **Academic Program:** School of Engineering
3. **Course Subject, Number*, and Credit hours (e.g. CHEM 210-3):** ENGR 639-3
4. **Course Title:** Advanced Structural Fire Engineering
5. **Goal(s) of Course:**

The goals of this course are to provide students with the skills to:

- Understand, critically evaluate and analyze fire as a structural hazard and its consequences on the built environment.
- Analyze the influence of member restraint conditions on the element- and system-level fire performance.
- Undertake structural fire resistance design for steel, concrete and timber structures.
- Comprehend the importance of structural fire safety within the context of overall fire safety.
- Evaluate risks associated with structures under fire.
- Develop performance-based design from risk evaluation.
- Prepare for professional activities within the evolving field of fire safety engineering.

Additionally, as fire safety is not covered in most structural engineering curriculum, one major goal is to raise awareness and training regarding code-based and performance-based design methods for structural fire safety engineering.

6. Calendar Course Description:

This course focuses on the design and analysis of structures subjected to fire. Relevant topics include, but are not limited to, the fundamentals of fire behaviour, fire load, active- and passive-fire safety measures, material properties at elevated temperatures, and design methods and code guidelines for fire resistant structural design. Special emphasis is placed on computational and analytical tools for performance-based design. Risk and reliability assessment frameworks are also introduced.

7. **Credit Hours:** 3 credit hours (Normally, UNBC courses are 3 credit hours and may not be repeated for additional credit. If this course falls outside the norm, please complete sections "a)" and "b)" below).

a) **Can the course be repeated for credit if the subject matter differs substantially?**

Yes* _____ No X

b) **Is variable credit available for this course?** Yes _____ No X

8. **Contact Hours (per week):**

Lecture 3

Seminar #

Laboratory _____

Other (please specify) _____

9. **Prerequisites (taken prior):** undergraduate courses in advanced structural analysis and design – e.g., UNBC CIVE 321, UNBC CIVE 341 or equivalent

10. **Prerequisites with concurrency (taken prior or simultaneously):** None

11. **Co-requisites (must be taken simultaneously):** None

12. **Preclusions:** CIVE 439-3

13. **Course Equivalencies:** None

14. **Grade Mode:** NORMAL

15. **Course to be offered:** each semester _____
each year X
alternating years _____

16. **Proposed text / readings:** none

B. Significance Within Academic Program

1. **Anticipated enrolment** 20

2. **If there is a proposed enrolment limit, state the limit and explain:** No

3. **Required for:** Major: _____ Minor: _____ Other: _____

4. **Elective in:** Major: _____ Minor: _____ Other: _____

5. **Course required by another major/minor:** No

6. **Course required or recommended by an accrediting agency:**

7. **Toward what degrees will the course be accepted for credit?** MEng, MAsc in Engineering

8. What other courses are being proposed within the Program this year?
9. What courses are being deleted from the Program this year?

C. Relation to Other Program Areas

1. Identify courses in other UNBC Programs that overlap with this course; describe the overlap and comment on its significance:
2. Is a preclusion required? Yes No
3. If there is an overlap, and no preclusion is required, please explain why not: n/a
4. Has this overlap been discussed with the Program concerned? Yes No
5. In offering this course, will UNBC require facilities or staff at other institutions?
Yes No
6. Is this course replacing an existing course that is included in one or more transfer agreements with external institutions?
Yes No

D. Resources required

1. Please describe ADDITIONAL resources required over the next five years to offer this course.
 - i. College Staffing: FSE
 - ii. Space (classroom, laboratory, storage, etc.): Classroom and lab space will be required.
 - iii: Library Holdings: See attached form
 - iv. Computer (time, hardware, software):

Finite Element software "SAFIR" will be required for this course. No additional hardware is necessary.

E. Additional Attached Materials

F. Other Considerations

1. First Nations Content*: Yes** No
2. Other Information: none
3. Attachment Pages (in addition to required "Library Holdings" Form): 0 pages

G. Authorization

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering

Faculty Council Motion Number: FSE FC 2022 15:03:19

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

INFORMATION TO BE COMPLETED BY RECORDING SECRETARY AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to **, or information of** _____ **Senate.**

Library Holdings Form

(to be submitted with SCAAF New Course Approval Motion Form)

PROPOSED NEW COURSE: (ENGR 639-3 Advanced Structural Fire Engineering)

Description: This course focuses on the design and analysis of structures subjected to fire. Relevant topics include but are not limited to the fundamentals of fire behavior, fire load, active- and passive-fire safety measures, material properties at elevated temperatures, and design methods and code guidelines for fire resistant structural design. Special emphasis is placed on computational and analytical tools for performance-based design. Risk and reliability assessment frameworks are also introduced.

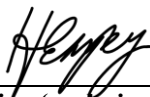
Library Holdings (to be completed by the appropriate Librarian):

- a) Are current library holdings adequate? Yes _____ No X
- b) If no to a), what monographs / periodicals / E-resources will be needed, and at what estimated cost?

Additional titles are necessary to update the current collection of fire prevention/fire engineering topics.

- c) If no to a), what is the proposed funding source?

Additional titles can be purchased using existing library funds.



Feb. 9, 2022

University Librarian (or designate) signature

SCAAF New Course Approval Motion Form
Motion submitted by: **Ramla Qureshi**
Date of submission or latest revision: **January 12, 2022**

Page 5 of 6
Template Updated: August 2013

SENATE COMMITTEE ON ACADEMIC AFFAIRS

NEW COURSE APPROVAL MOTION FORM

Motion: That the new course IENG 624-3 Envelope Design be approved as follows:

A. Description of the Course

1. **Proposed semester of first offering:** September 2022
2. **Academic Program:** School of Engineering
3. **Course Subject, Number*, and Credit hours (e.g. CHEM 210-3):** IENG 624-3
4. **Course Title:** Envelope Design
5. **Goal(s) of Course:**

The goals of this course are to provide students with the skills to:

Introduce students to the concepts and knowledge on building physics in building envelopes, thermal bridges, and hydrodynamic processes.

6. Calendar Course Description:

This course addresses the fundamentals of building physics in building envelopes, thermal bridges, and hydrodynamic processes. Students examine airtightness and convection-based influences along with durability of building envelopes. The principles and details of energy-efficient design, specifically for wood buildings, are applied.

7. **Credit Hours:** 3 credit hours (Normally, UNBC courses are 3 credit hours and may not be repeated for additional credit. If this course falls outside the norm, please complete sections "a)" and "b)" below).

a) Can the course be repeated for credit if the subject matter differs substantially?

Yes* No X

b) Is variable credit available for this course? Yes No X

8. Contact Hours (per week):

Lecture 3 Laboratory

Seminar _____ # _____

Other (please specify) _____

9. Prerequisites (taken prior):

Undergraduate courses in advanced structural analysis and design – e.g., UNBC CIVE 321, UNBC CIVE 341 or equivalent

10. Prerequisites with concurrency (taken prior or simultaneously): None

11. Co-requisites (must be taken simultaneously): None

12. Preclusions: CIVE-451

13. Course Equivalencies: None

14. Grade Mode: NORMAL

15. Course to be offered: each semester _____
each year _____ X _____
alternating years _____

16. Proposed text / readings: None

B. Significance Within Academic Program

1. Anticipated enrolment _____ 20 _____

2. If there is a proposed enrolment limit, state the limit and explain: _____ No _____

3. Required for: Major: _____ Minor: _____ Other: _____

4. Elective in: Major: _____ Minor: _____ Other: _____

5. Course required by another major/minor: No

6. Course required or recommended by an accrediting agency:

7. Toward what degrees will the course be accepted for credit? MEng, MASC in Engineering

8. What other courses are being proposed within the Program this year?

9. What courses are being deleted from the Program this year?

C. Relation to Other Program Areas

1. Identify courses in other UNBC Programs that overlap with this course; describe the overlap and comment on its significance:

2. Is a preclusion required? Yes ___ X ___ No _____

3. If there is an overlap, and no preclusion is required, please explain why not: N/A

4. Has this overlap been discussed with the Program concerned? Yes No

5. In offering this course, will UNBC require facilities or staff at other institutions?

Yes No

6. Is this course replacing an existing course that is included in one or more transfer agreements with external institutions?

Yes No

D. Resources required

1. Please describe ADDITIONAL resources required over the next five years to offer this course.

i. College Staffing: FSE

ii. Space (classroom, laboratory, storage, etc.): Classroom and lab space will be required.

iii. Library Holdings: See attached form

iv. Computer (time, hardware, software):

Finite Element software "SAFIR" will be required for this course. No additional hardware is necessary.

E. Additional Attached Materials

F. Other Considerations

1. First Nations Content*: Yes** No

2. Other Information: None

3. Attachment Pages (in addition to required "Library Holdings" Form): 0 pages

G. Authorization

SCCC Review Date:

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering

Faculty Council Motion Number: FSE FC 2022 15:03:20

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

INFORMATION TO BE COMPLETED BY RECORDING SECRETARY AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to **, or information of** _____ **Senate.**

Library Holdings Form

(to be submitted with SCAAF New Course Approval Motion Form)

PROPOSED NEW COURSE: (IENG624-3 Envelope Design)

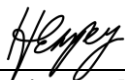
Description: This course addresses the fundamentals of building physics in building envelopes, thermal bridges, and hydrodynamic processes. Students examine airtightness and convection-based influences along with durability of building envelopes. The principles and details of energy-efficient design, specifically for woodbuildings, are applied

Library Holdings (to be completed by the appropriate Librarian):

a) Are current library holdings adequate? Yes X No

b) If no to a), what monographs / periodicals / E-resources will be needed, and at what estimated cost?

c) If no to a), what is the proposed funding source?



University Librarian (or designate) signature

Date

SENATE COMMITTEE ON ACADEMIC AFFAIRS

NEW COURSE APPROVAL MOTION FORM

Motion: That the new course IENG 650-3 CAD/BIM in the Construction Industry be approved as follows:

A. Description of the Course

1. **Proposed semester of first offering:** September 2022
2. **Academic Program:** School of Engineering
3. **Course Subject, Number*, and Credit hours (e.g. CHEM 210-3):** IENG 650-3
4. **Course Title:** CAD/BIM in the Construction Industry
5. **Goal(s) of Course:**

Introduce students to Building Information Modelling (BIM) and Design-for-Manufacture-and-Assembly (DfMA) through the use of Computer-Aided-Design (CAD), introducing BIM as a concept and work-flow. Students will learn to use parametric and computational design through CAD keeping in mind constructability as well as its effects on project management.

6. Calendar Course Description:

This advanced course focuses on industry-specific topics, including Computer-Aided Design (CAD) and Design for Manufacturing and Assembly (DfMA), with a strong emphasis on their role in Building Information Modelling (BIM) as they relate to construction and engineering. New emerging trends of parametric design are also explored and further investigated for their role in state-of-the-art projects. The roles that interoperability, data exchange, and sharing have in the industry are discussed within the BIM context.

7. **Credit Hours:** 3 credit hours (Normally, UNBC courses are 3 credit hours and may not be repeated for additional credit. If this course falls outside the norm, please complete sections "a)" and "b)" below).

a) Can the course be repeated for credit if the subject matter differs substantially?

Yes* No X

* If "yes," please indicate the maximum number** of credit hours which may be applied to a student's degree using this course: #

** If the course may be taken more than once but will only ever be offered for 3 credit hours, for example, per offering, the credit hours are simply expressed as “3” and the following notation (with the correct number of credit hours noted) is included within the Calendar Course Description: “This course may be repeated to a maximum of XX credit hours if the material is substantially different.”

b) **Is variable credit available for this course?** Yes _____ No X

Variable credit is denoted by the following examples:

- i) “**3-6**”: in this example, the course may be offered for 3, 4, 5, OR 6 credit hours during a single offering. In this example, the course number would be expressed as CHEM 210-(3-6).
- ii) “**3,6**”: in this example, the course may be offered for EITHER 3 or 6 credit hours during a single offering. In this example, the course number would be expressed as CHEM 210-(3,6).

8. Contact Hours (per week):

Lecture 2

Seminar 1.5

Laboratory #

Other (please specify) _____

9. Prerequisites (taken prior): None

10. Prerequisites with concurrency (taken prior or simultaneously): None

11. Co-requisites (must be taken simultaneously): None

12. Preclusions: ENGR 450-3

13. Course Equivalencies: None

14. Grade Mode: NORMAL (i.e., alpha grade)

15. Course to be offered: each semester _____
each year X
alternating years _____

16. Proposed text / readings: None

B. Significance Within Academic Program

1. Anticipated enrolment 20 or more

2. If there is a proposed enrolment limit, state the limit and explain: None

3. Required for: Major: None Minor: None Other: _____

4. Elective in: Major: IENG/MASc Minor: _____ Other: _____

5. Course required by another major/minor: None

6. Course required or recommended by an accrediting agency: None
7. Toward what degrees will the course be accepted for credit? IENG / MASc
8. What other courses are being proposed within the Program this year?
9. What courses are being deleted from the Program this year?

C. Relation to Other Program Areas

1. Identify courses in other UNBC Programs that overlap with this course; describe the overlap and comment on its significance:
2. Is a preclusion required? Yes No
3. If there is an overlap, and no preclusion is required, please explain why not:
4. Has this overlap been discussed with the Program concerned? Yes No
5. In offering this course, will UNBC require facilities or staff at other institutions?
Yes No

If yes, please describe requirements:

6. Is this course replacing an existing course that is included in one or more transfer agreements with external institutions?
Yes No

If "yes," please contact the Articulation Officer in the Office of the Registrar.

D. Resources required

1. Please describe ADDITIONAL resources required over the next five years to offer this course.
 - i. College Staffing: None
 - ii. Space (classroom, laboratory, storage, etc.): None
 - iii. Library Holdings: See attached form
 - iv. Computer (time, hardware, software): None, already existing

E. Additional Attached Materials

F. Other Considerations

1. **First Nations Content*:** Yes** _____ No X

*** Whether a new course has First Nations content is to be determined by the relevant College Council(s).**

****If “yes,”** refer the motion to the Senate Committee on First Nations and Aboriginal Peoples **prior to** SCAAF.

2. **Other Information:**

The course is created as a fixed topic course rather than using a Special Topics course going forward. A 400 level version of the course with modified deliverables is also proposed and cross-listed with this course as an elective in the two UNBC School of Engineering majors.

3. **Attachment Pages (in addition to required “Library Holdings” Form):** 0 pages

G. Authorization

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering

Faculty Council Motion Number: FSE FC 2022 15:03:21

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

INFORMATION TO BE COMPLETED BY RECORDING SECRETARY AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair’s Signature**

For recommendation to ✓ , or information of _____ Senate.

Library Holdings Form

(to be submitted with SCAAF New Course Approval Motion Form)

PROPOSED NEW COURSE: (IENG 650-3 CAD/BIM in the Construction Industry)

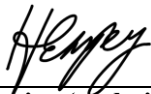
This course focuses on industry-specific topics, including Computer-Aided Design (CAD) and Design-for-Manufacture-and-Assembly (DfMA), with a strong emphasis on their role in Building Information Modelling (BIM) as they relate to construction and engineering. New emerging trends of parametric design are also explored and further investigated for their role in state-of-the-art projects. The roles interoperability and data exchange and sharing have for the industry are discussed within the BIM context

Library Holdings (to be completed by the appropriate Librarian):

a) Are current library holdings adequate? Yes X No

b) If no to a), what monographs / periodicals / E-resources will be needed, and at what estimated cost?

c) If no to a), what is the proposed funding source?



University Librarian (or designate) signature

Feb. 9, 2022

Date

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the deletion of CIVE 411-3 Project management, on page 101 and 194 of the 2021/2022 undergraduate calendar, be approved as proposed.

1. **Effective date:** September 2022

2. **Rationale for the proposed revisions:**

CIVE 411-3 will be replaced by ENGR 411-3 and paired with ENGR 412-3 (existing), and students in both Civil and Environmental Engineering will be able to choose between the two. ENGR 411 focuses on large projects, while ENGR 412 focuses on small projects and small businesses. Currently, CIVE 411 is a mandatory course for Civil Engineering students, and ENGR 412 is a mandatory course for Environmental Engineering students.

3. **Implications of the changes for other programs, etc., if applicable:** None

4. **Reproduction of current Calendar entry for the item to be revised:**

[Page 101]

Fourth Year (Semesters 7 & 8)

CIVE 400-3 Capstone Design Project I
CIVE 401-6 Capstone Design Project II
CIVE 411-3 Project Management
ENGR 410-3 Professional Practice & Law
21 credit hours chosen from the lists of electives

[Page 194]

CIVE 411-3 Project Management This course examines perspectives on project management as it relates to Civil and Environmental Engineering. The study of project management spans all phases of the project life cycle including but not limited to the following: preliminary feasibility analysis; concept development; and commissioning a project. Students explore key issues in project management using case studies.

Prerequisites: Admission to an Engineering program and ENGR 300-3

5. **Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

[Page 101]

Fourth Year (Semesters 7 & 8)

CIVE 400-3 Capstone Design Project I
CIVE 401-6 Capstone Design Project II
CIVE 411-3 Project Management
ENGR 410-3 Professional Practice & Law

21 credit hours chosen from the lists of electives

[Page 194]

~~**CIVE 411-3 Project Management**—This course examines perspectives on project management as it relates to Civil and Environmental Engineering. The study of project management spans all phases of the project life cycle including but not limited to the following: preliminary feasibility analysis; concept development; and commissioning a project. Students explore key issues in project management using case studies.~~

~~Prerequisites: Admission to an Engineering program and ENGR 300-3~~

6. Authorization:

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Management

Faculty Council Motion Number: FSE FC 2022 15:03:10

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

7. Other Information

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to _____, **or information of** _____ **Senate.**

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the deletion of IENG 719-3 Special Topics I, on page 63 and 113 of the 2021/2022 undergraduate calendar, be approved as proposed.

1. **Effective date:** September 2022

2. **Rationale for the proposed revisions:**

IENG 719-3 will be replaced by IENG 650-3 CAD/BIM in the Construction Industry and cross-listed with IENG 450-3 to allow 4th year Engineering undergraduate students to take the course as elective

3. **Implications of the changes for other programs, etc., if applicable:** None

4. **Reproduction of current Calendar entry for the item to be revised:**

[Page 63]

IENG 611-3 Introduction to Wood as a Building Material
IENG 613-3 Wood Design 1
IENG 614-3 Building Science 1
IENG 626-3 Sustainable Design 1
IENG 719-3 Special Topics 1
IENG 723-3 Wood Design 2
IENG 724-3 Building Science 2
IENG 727-3 Wood Processing
IENG 729-3 Special Topics 2
IENG 731-9 Project Design 3
IENG 738-3 Analysis

[Page 113]

IENG 719-3 Special Topics I
This course focuses on industry-specific topics, including Computer-Aided Design (CAD) and Computer-Aided Manufacturing (CAM), with a strong emphasis on their role in Building Information Modeling (BIM) as they relate to wood engineering. New emerging trends of parametric design are also explored and further investigated for their role in state-of-the-art mass-timber projects. The roles interoperability and data exchange and sharing have for the industry are discussed within the BIM context.

Prerequisites: IENG 611 Minimum Grade of B-

5. **Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

[Page 113, 114]

IENG 611-3 Introduction to Wood as a Building Material
IENG 613-3 Wood Design 1
IENG 614-3 Building Science 1
IENG 626-3 Sustainable Design 1
~~IENG 719-3 Special Topics 1~~
IENG 723-3 Wood Design 2
IENG 724-3 Building Science 2
IENG 727-3 Wood Processing
IENG 729-3 Special Topics 2
IENG 731-9 Project Design 3
IENG 738-3 Analysis

[Page 113]

~~IENG 719-3 Special Topics 1~~

~~This course focuses on industry specific topics, including Computer Aided Design (CAD) and Computer Aided Manufacturing (CAM), with a strong emphasis on their role in Building Information Modeling (BIM) as they relate to wood engineering. New emerging trends of parametric design are also explored and further investigated for their role in state-of-the-art mass timber projects. The roles interoperability and data exchange and sharing have for the industry are discussed within the BIM context.~~

~~Prerequisites: IENG 611 Minimum Grade of B-~~

6. **Authorization:**

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering

Faculty Council Motion Number: FSE FC 2022 15:03:11

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

7. **Other Information**

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to _____, **or information of** _____ **Senate.**

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the deletion of the course IENG 724 - Building Science II, on pages 63 and 113 of the 2021/2022 graduate calendar, be approved as proposed.

1. **Effective date:** September 2022

2. **Rationale for the proposed revisions:**

Will be replace with IENG 624 in order to cross with undergraduate course.

3. **Implications of the changes for other programs, etc., if applicable:** None

4. **Reproduction of current Calendar entry for the item to be revised:**

(Page 63)

IENG 724-3 Building Science 2

(Page 113)

IENG 724-3 Building Science II This course addresses the fundamentals of building physics in building envelopes, thermal bridges, and hydrodynamic processes. Students examine airtightness and convection-based influences along with durability of building envelopes. The principles and details of energy-efficient design, specifically for wood buildings, are applied.

5. **Proposed revision with changes underlined and deletions indicated clearly using "strikethrough":**

(Page 63)

~~IENG 724 3 Building Science 2~~

(Page 113)

~~IENG 724 3 Building Science II This course addresses the fundamentals of building physics in building envelopes, thermal bridges, and hydrodynamic processes. Students examine airtightness and convection-based influences along with durability of building envelopes. The principles and details of energy efficient design, specifically for wood buildings, are applied.~~

6. **Authorization:**

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering

Faculty Council Motion Number: FSE FC 2022 15:03:12

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

7. Other Information

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

Date

Chair's Signature

For recommendation to ✓ , or information of _____ Senate.

Motion Number (assigned by
Steering Committee of Senate): S-202204.41

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the changes to the course prerequisite of CIVE 320-3 Structural Analysis I on page 193 of the 2021/2022 undergraduate calendar, be approved as proposed.

1. **Effective date:** September 2022
2. **Rationale for the proposed revisions:** ENGR 250-3 has been removed from curriculum and will be parked.
3. **Implications of the changes for other programs, etc., if applicable:** None
4. **Reproduction of current Calendar entry for the item to be revised:**

CIVE 320-3 Structural Analysis I This course introduces forms of structural analysis including but not limited to the following: indeterminate structural analysis; approximate analysis of structures; calculation of displacements using virtual work; flexibility (force) method; stiffness method for frames; moment distribution method; and P-delta and geometric stiffness, buckling of columns and frames.

Prerequisites: Admission to an Engineering program; ENGR 240-4; ENGR 250-3

5. **Proposed revision with changes underlined and deletions indicated clearly using "strikethrough":**

CIVE 320-3 Structural Analysis I This course introduces forms of structural analysis including, but not limited to, the following: indeterminate structural analysis; approximate analysis of structures; calculation of displacements using virtual work; flexibility (force) method; stiffness method for frames; moment distribution method; ~~and~~ P-delta and geometric stiffness; and buckling of columns and frames.

Prerequisites: Admission to an Engineering program; ENGR 240-4; ~~ENGR 250-3~~

6. **Authorization:**

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering

Faculty Council Motion Number: FSE FC 2022 15:03:07

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

7. **Other Information**

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to ✓ , or information of _____ Senate.

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the changes to the course title and course description for IENG 614-3 Building Science I, on pages 63 and 114 of the 2021/2022 graduate calendar, be approved as proposed.

1. **Effective date:** September 2022
2. **Rationale for the proposed revisions:** Course title and course description change to reflect the course content.
3. **Implications of the changes for other programs, etc., if applicable:** None
4. **Reproduction of current Calendar entry for the item to be revised:**

(Page 63)

IENG 614-3 Building Science I

(Page 114)

IENG 614-3 Building Science I This course focuses on the fundamentals of acoustic design and sound separation. It also addresses absorbing and reducing the transfer of sound in wooden or composite buildings and mitigating other sources of vibration. The basics of fire dynamics, the principles of fire protection, and the behavior of wood buildings during fire are explored. Light and electromagnetic fields in buildings are also studied.

5. **Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

(Page 63)

IENG 614-3 ~~Building Science I~~ Engineering Vibration and Acoustics

(Page 114)

~~IENG 614-3 Building Science I~~ Engineering Vibration and Acoustics This course focuses on the fundamentals of acoustic design and sound separation. It also addresses absorbing and reducing the transfer of sound in wooden or composite buildings and mitigating other sources of vibration. The basics of fire dynamics, the principles of fire protection, and the behavior of wood buildings during fire are explored. Light and electromagnetic fields in buildings are also studied. The first part of this course introduces engineering vibration theories, including free, harmonic, and forced vibration response of single- and multiple-degree-of-freedom systems, distributed parameter systems, and experimental techniques in vibration testing, including non-destructive testing and the application of engineering vibration in non-seismic-related building design. The second part covers room acoustics, sound insulation performance of wall and floor assemblies, and sound transmission in wood buildings. The labs

include modal testing and analysis, vibration data processing, reverberation time measurement, and sound insulation testing.

6. Authorization:

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering

College Council Motion Number: FSE FC 2022 15:03:02

College Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

7. Other Information

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to ✓ , or information of _____ Senate.

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the change to the prerequisites for IENG 722-3 Project Design II, on page 113 of the 2021/2022 graduate calendar, be approved as proposed.

1. **Effective date:** September 2022
2. **Rationale for the proposed revisions:** Prerequisite change due to change in order of parallel course offering.
3. **Implications of the changes for other programs, etc., if applicable:** None
4. **Reproduction of current Calendar entry for the item to be revised:**

IENG 722-3 Project Design II Focusing on a realistic design task, this course is a wood design studio, where students apply design skills acquired in previous courses including structural design and building science.

Prerequisites: IENG 723-3, or by permission of the Program Chair

5. **Proposed revision with changes underlined and deletions indicated clearly using "strikethrough":**

IENG 722-3 Project Design II ~~Focusing on a realistic design task, this course is a wood design studio, where students apply design skills acquired in previous courses including structural design and building science.~~ This course is a wood design studio that provides students with the opportunity to apply their design skills to a realistic design task.

Prerequisites: ~~IENG 723-3, or by permission of the Program Chair~~

6. **Authorization:**

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering

Faculty Council Motion Number: FSE FC 2022 15:03:09

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

7. **Other Information**

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

Date

Chair's Signature

For recommendation to ✓ , or information of _____ Senate.

Motion Number (assigned by
Steering Committee of Senate): S-202204.44

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the change to the course title and prerequisites for IENG 727-3 Wood Processing, on pages 63 and 113 of the 2021/2022 graduate calendar, be approved as proposed.

1. **Effective date:** September 2022
2. **Rationale for the proposed revisions:** Course title change to reflect the course content and better represent course content in the title. Prerequisite change due to the integration of MEng and MASc course offering.
3. **Implications of the changes for other programs, etc., if applicable:** None
4. **Reproduction of current Calendar entry for the item to be revised:**

(Page 63)

IENG 727-3 Wood Processing

(Page 113)

IENG 727-3 Wood Processing This course introduces students to prefabrication. Topics cover state-of-the-art fabrication technology including CNC-machines and industrial robots, tooling options, material handling, and process flow. Students learn the basics of Design for Manufacture and Assemble (DfMA) including machine interfacing, machining strategies, and how design decisions influence the ability to assemble and manufacture a structure to the highest standards and efficiency.

Prerequisites: IENG 611-3 or permission by the Program Chair

5. **Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

(Page 63)

IENG 727-3 ~~Wood Processing~~ Prefabrication and Digital Manufacturing in Wood Construction

(Page 113)

IENG 727-3 ~~Wood Processing~~ Prefabrication and Digital Manufacturing in Wood Construction
This course introduces students to prefabrication. Topics cover state-of-the-art fabrication technology including CNC-machines and industrial robots, tooling options, material handling, and process flow. Students learn the basics of Design for ~~Manufacture~~ Manufacturing and ~~Assemble~~ Assembly (DfMA) including machine interfacing, machining strategies, and how design decisions influence the ability to assemble and manufacture a structure to the highest standards and efficiency.

Prerequisites: IENG 611-3 or permission by the Program Chair

6. **Authorization:**

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering

Faculty Council Motion Number: FSE FC 2022 15:03:04

Faculty Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

7. **Other Information**

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by: _____ **Seconded by:** _____

Committee Decision:

Approved by SCAAF: _____
Date Chair's Signature

For recommendation to ✓ , **or information of** _____ **Senate.**

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the changes to the course title and the course description for IENG 729-3 Special Topics II, on pages 63 and 114 of the 2022/2023 graduate calendar, be approved as proposed.

1. **Effective date:** September 2022
2. **Rationale for the proposed revisions:** Course title and course description change to reflect the course contents.
3. **Implications of the changes for other programs, etc., if applicable:** Most MEng courses will now also be available for MASc in Engineering students to take, and some will be cross listed as electives for the undergraduate Engineering programs.

4. **Reproduction of current Calendar entry for the item to be revised:**

(Page 63)

IENG 729-3 Special Topics 2

(Page 114)

IENG 729-3 Special Topics II This course introduces structural systems and their applications in wood structures. Analyses of structural systems for a range of static and dynamic loadings are presented. Code provisions relevant to practical applications are discussed.

5. **Proposed revision with changes underlined and deletions indicated clearly using "strikethrough":**

(Page 63)

IENG 729-3 ~~Special Topics 2~~ Structural Dynamics and Seismic Design

(Page 114)

~~IENG 729-3 Special Topics II This course introduces structural systems and their applications in wood structures. Analyses of structural systems for a range of static and dynamic loadings are presented. Code provisions relevant to practical applications are discussed. This course aims to acquaint graduate students and practicing engineers with theories of structural dynamics and principles of seismic design. Part one discusses concepts, theories, and methods for conducting analysis of distributed-parameter, single- and multi-degree-of-freedom systems subjected to various types of dynamic loads, including seismic excitation. Part two introduces principles of earthquake engineering and fundamentals of seismic hazards. Students learn philosophies, principles, and practices of seismic design of concrete, steel, timber, and composite structures in compliance with the National Building Code of Canada (NBCC).~~

IENG 729-3 ~~Special Topics II~~ Structural Dynamics and Seismic Design This course introduces structural systems and their applications in wood structures. Analyses of structural systems for a range of static and dynamic loadings are presented. Code provisions relevant to practical applications are discussed. This course aims to acquaint graduate students and practicing engineers with theories of structural dynamics and principles of seismic design. Part one discusses concepts, theories, and methods for conducting analysis of distributed-parameter, single- and multi-degree-of-freedom systems subjected to various types of dynamic loads, including seismic excitation. Part two introduces principles of earthquake engineering and fundamentals of seismic hazards. Students learn philosophies, principles, and practices of seismic design of concrete, steel, timber, and composite structures in compliance with the National Building Code of Canada (NBCC).

6. **Authorization:**

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering

Faculty Council Motion Number: FSE FC 2022 15:03:03

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

7. **Other Information**

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

Date

Chair's Signature

For recommendation to ✓ , or information of _____ Senate.

Motion Number (assigned by
Steering Committee of Senate): S-202204.46

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the changes to the course name and the prerequisites for IENG 731-9 Project Design III, on pages 63 and 114 of the 2021/2022 graduate calendar, be approved as proposed.

1. **Effective date:** September 2022
2. **Rationale for the proposed revisions:** Course title change to reflect the course contents. Prerequisite change due to the integration of MEng and MAsC course offering.
3. **Implications of the changes for other programs, etc., if applicable:** None
4. **Reproduction of current Calendar entry for the item to be revised:**

(Page 63)

IENG 731-9 Project Design III

(Page 114)

IENG 731-9 Project Design III This course is the capstone project and can include various fields covered in the program. Students are encouraged to combine several topics to demonstrate integrated design skills.

Prerequisites: IENG 723-3 and IENG 724-3, or by permission of Program Chair
5. **Proposed revision with changes underlined and deletions indicated clearly using "strikethrough":**

(Page 63)

IENG 731-9 ~~Project Design III~~ Master of Engineering Project

(Page 114)

IENG 731-9 ~~Project Design III~~ Master of Engineering Project This course is the capstone project and can include various fields covered in the program. Students are encouraged to combine several topics to demonstrate integrated design skills.

Prerequisites: IENG 722-3 with a minimum Grade of B- and IENG 723-3 with a minimum grade of B- and IENG 724-3, or by permission of the Program Chair

6. **Authorization:**

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering

Faculty Council Motion Number: FSE FC 2022 15:03:05

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

7. **Other Information**

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

Date

Chair's Signature

For recommendation to ✓ , or information of _____ Senate.

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the changes to the course title and the prerequisites for IENG 738-3 Analysis, on pages 63 and 114 of the 2021/2022 graduate calendar, be approved as proposed.

1. **Effective date:** September 2022
2. **Rationale for the proposed revisions:** Course title change to reflect the course contents changed in 2021. Prerequisite change due to the integration of MEng and MSc course offering.
3. **Implications of the changes for other programs, etc., if applicable:** None
4. **Reproduction of current Calendar entry for the item to be revised:**

(Page 63)

IENG 738-3 Analysis

(Page 114)

IENG 738-3 Analysis This course first reviews the basics of matrix structure analysis including bar, 2D truss, beam, and 2D frame elements, and then introduces the fundamental concepts of finite element analysis (FEA) including domain discretization, element types, system matrix assembly, and numerical solution techniques. Application of FEA to conduct structural analysis is covered using commercial software, including both static and dynamic analysis. Case studies focus on wood structures. Computational design and digital fabrication are introduced through guest lectures and additional materials.

Prerequisites: IENG 613-3, or by permission of the Program Chair

5. **Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

(Page 63)

IENG 738-3 Analysis Finite Element Analysis and Computational Engineering

(Page 114)

IENG 738-3 Analysis Finite Element Analysis and Computational Engineering

This course first reviews the basics of matrix structure analysis including bar, 2D truss, beam, and 2D frame elements, and then introduces the fundamental concepts of finite element analysis (FEA) including domain discretization, element types, system matrix assembly, and numerical solution techniques. Application of FEA to conduct structural analysis is covered using commercial software, including both

static and dynamic analysis. Case studies focus on wood structures. Computational design and digital fabrication are introduced through guest lectures and additional materials.

Prerequisites: IENG 613-3, or by permission of the Program Chair

6. Authorization:

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering

Faculty Council Motion Number: FSE FC 2022 15:03:06

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

7. Other Information

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to ✓ , **or information of** _____ **Senate.**

Motion Number (assigned by Steering Committee of Senate): S-202204.48

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the changes to the Integrated Wood Design program requirements on page 63 of the 2022 graduate calendar, be approved as proposed.

1. **Effective date: September, 2022**

2. **Rationale for the proposed revisions:**

Based on feedback from faculty, industry partners, alumni and current students, revisions to the program are proposed to improve the learning experience. The program's current block model with one course at a time is no longer adopted, as it will be aligned with other UNBC Engineering programs, the courses will be offered in regular semester format. Additionally, to increase its feasibility for the students and to align with similar programs in Canada, the number of required credits will be decreased from 39 to 33, with 6 credits being electives.

3. **Implications of the changes for other programs, etc., if applicable:**

By adopting a semester-based delivery, some courses will be cross listed as electives for the undergraduate Engineering programs at UNBC. Also, most courses will be available for MASc students.

4. **Reproduction of current Calendar entry for the item to be revised:**

Requirements

IENG 611-3 Introduction to Wood as a Building Material
IENG 613-3 Wood Design 1
IENG 614-3 Building Science 1
IENG 626-3 Sustainable Design 1
IENG 719-3 Special Topics 1
IENG 723-3 Wood Design 2
IENG 724-3 Building Science 2
IENG 727-3 Wood Processing
IENG 729-3 Special Topics 2
IENG 731-9 Project Design 3
IENG 738-3 Analysis

5. **Proposed revision with changes underlined and deletions indicated clearly using "strikethrough":**

Requirements

IENG 611-3 Introduction to Wood as a Building Material
IENG 613-3 Wood Design 1

~~IENG 614-3 Building Science 1~~
~~IENG 624-3 Envelope Design~~
~~IENG 626-3 Sustainable Design 1~~
~~IENG 719-3 Special Topics 4~~
~~IENG 722-3 Project Design~~
~~IENG 723-3 Wood Design 2~~
~~IENG 724-3 Building Science 2~~
~~IENG 727-3 Wood Processing~~
~~IENG 729-3 Special Topics 2~~
~~IENG 731-9 Project Design 3~~
~~IENG 738-3 Analysis~~

Electives

Two of the following:

IENG 614-3 Engineering Vibration and Acoustics
IENG 626-3 Sustainable Design 1
IENG 629-3 Advanced Structural Fire Engineering
IENG 650-3 CAD/BIM in the Construction Industry
IENG 729-3 Structural Dynamics and Seismic Design
IENG 738-3 Finite Element Analysis and Computational Engineering

6. Authorization:

SCCC Review Date: March 2, 2022

Program / Academic / Administrative Unit: School of Engineering

Faculty: Science and Engineering

Faculty Council Motion Number: FSE FC 2022 15:03:25

Faculty Council Approval Date: March 22, 2022

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

7. Other Information

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF: _____

Date

Acting Chair's Signature

For recommendation to _____, **or information of** _____ **Senate.**

Motion Number (assigned by Steering Committee of Senate): S-202204.49

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED MOTION

Motion: That the Memorandum of Understanding with McLeod Lake Indian Band be approved as proposed.

Effective Date: September 1, 2022

Rationale: Completion of a process with McLeod Lake Indian Band to provide assistance to McLeod Lake Indian Band students as per A UNBC initiative to undertake MOUs with Indigenous communities to co-sponsor their students

Motion proposed by: Henry Harder and Brandon Prince

Academic Program: "not applicable"

Implications for Other Programs / Faculties: None

College: not applicable

College Council / Committee Motion Number: not applicable

College Council / Committee Approval Date: not applicable

Attachment Pages (if applicable): 6 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF: _____
Date

Chair's Signature

For recommendation to **, or information of** _____ **Senate.**



MEMORANDUM OF UNDERSTANDING

McLeod Lake Indian Band Student Success Bursary

Background: The Preliminary Memorandum of Understanding governing the relationship between the McLeod Lake Indian Band (MLIB) and the University of Northern British Columbia (UNBC) sets out the mutual commitment of the parties to the advancement of education and research—related goals and initiatives, in part through the negotiation of and support for agreements for specific activities.

Through open discussions, and in the spirit of mutual respect and benefit, and, in response to the Calls to Action in the Truth and Reconciliation Report, MLIB and UNBC have together developed an interim proposal to support the success of MLIB students at UNBC through a new bursary.

This Agreement outlines the respective commitments and responsibilities of the parties in offering the following support bursary to eligible MLIB students:

The McLeod Lake Indian Band Student Success Bursary

This bursary is an ongoing agreement, intended to replace the initial one (1) year term starting September 2020. This document includes any renewal or modifications to the Agreement to offer the bursary.

Through this proposed bursary UNBC and MLIB will work together to support the education and success of eligible MLIB students. Specifics with respect to eligibility, monetary value and duration of support bursaries, and application process are outlined below:

Donors:

University of Northern British Columbia and McLeod Lake Indian Band

Value: From:

UNBC Contribution

Up to \$22,500 in tuition credit Tuition Fees to a maximum of 120 undergraduate credits hours per student.

Total value: \$22,500 approximately.

MLIB Contribution:

Financial support as needed by the student to support the student's study needs including, but not limited to: living expenses (housing, food, transportation); student and course/lab fees (other than tuition noted above); textbooks, and; tutoring help as required by the student.

Student Numbers:

For all eligible MLIB students, as identified by MLIB. There is no limit to the number of MLIB students enrolled at UNBC at one time.

While the numbers in this Agreement remain small, annual reporting shall initially be verbal.

Eligibility:

Available to students identified by MLIB who also meet UNBC entrance requirements.

1. Students must be identified by MLIB as belonging to MLIB, and be nominated by MLIB
2. Students must register and enroll as full-time or part-time students at UNBC.

Renewable:

On a semester basis for students who are in satisfactory academic standing (a minimum of a 2.00 semester GPA) and are receiving continued funding from the MLIB.

Housing:

As part of normal UNBC process the Housing office is already providing priority consideration for Indigenous students. When applying for on-campus Housing at UNBC, MLIB members may self-identify as indigenous during the housing application. As long as Indigenous students apply prior to August and self-identify when applying, they will be guaranteed a spot in housing.

For more information an application form and deadlines please see Housing webpage

<https://www2.unbc.ca/housing> or email: housing@unbc.ca

Application Instructions:

Prospective students apply to MLIB for financial support to complete academic studies at UNBC.

MLIB will forward to UNBC names and relevant information regarding students eligible for comprehensive support by MLIB and recommend the students for the bursary.

UNBC will subsequently work with the MLIB to support the students during the application and registration process at UNBC.

UNBC Responsibilities:

UNBC commits to support for:

Tuition Fees to a maximum of 120 credits hours.

Total value: \$22,500 approximately per student.

Assisting MLIB Students in exploring and applying for funding to offset the cost of Textbooks

Office space will be provided for members of the MLIB Education Department to visit with member students. Visiting MLIB Elders will be collaboratively accommodated between MLIB and the First Nations Centre

MLIB Responsibilities:

MLIB commits to:

Providing funding to support the student's study needs including, but not limited to:

- Living Expenses (Housing, food, transportation)
- Student and lab fees (other than tuition noted above)
- Textbooks
- Tutoring help as required by the student

Student Engagement:

MLIB students will be invited by the First Nations Centre to itsr orientation activities. MLIB students will be invited to all prospective student events arranged by the Indigenous Student Recruiter. These invitations may be sent directly to students or to students through the MLIB Education Department.

MLIB Students will be supported by First Nation Centre staff in exploring and applying for funding to offset the cost of textbooks.

Student supports for life and study balance, as well as navigation through the administrative processes exist through the staff in First Nations Centre, Centre for Teaching and Learning and Access Resources Center workshops.

In order to battle racism, the University President has created an Equity, Diversity and Inclusion Committee supported with an Equity office with Director Counsellor positions (roles?). The primary focus is Black, Indigenous, and other racialized students.

Agreement Representatives:

Should any issues arise regarding a student's supports in this process each party will have a designated contact who has the authority to resolve issues on the organization's behalf.

UNBC provides the following contacts for student support:

Manager First Nations Centre Registrar or
equivalent

MLIB provides the following contacts:

Band Administrator
Education Director

Each party will insure that should the personnel in these positions change, they will provide immediate notification in order to avoid concerns for the students.

The following individuals will act as the designated representatives for this agreement:

For the McLeod Lake Indian Band:

Chief (elected)
Band Administrator
Education Director

For the University of Northern British Columbia:

President
Provost and Vice-President Academic
Vice Provost Indigenous Initiatives

Ongoing review of the bursary and consideration of any revisions will be the responsibility of a joint committee made up of equal members of the MLIB and UNBC representatives, including:

MLIB:

Band Administrator
Education Department
Council representative or equivalent

UNBC:

Vice Provost, Indigenous Initiatives
Manager Office of Indigenous Initiatives
Registrar

In accordance with the MOU the parties will maintain open and respectful communication and will keep each other informed of any developments that may impact the successful implementation and ongoing renewal of this Agreement and this bursary.

The parties acknowledge that this Agreement is subject to the approval of their respective governing bodies, and subject to the ongoing interest and financial ability of both parties to continue to support this bursary.

The parties will provide each other with as much notice as reasonably possible should either party be unable to continue to meet their commitments under this Agreement.

SIGNED for **McLeod Lake Indian Band**

)
)
)

Signature

Signature of witness

Harley Chingee
Position: Chief, McLeod Lake Indian Band

Date signed

Date signed

SIGNED for **the University of Northern British Columbia**

)
)
)

Signature

Signature of witness

Geoffrey Payne
Position: Interim President, UNBC

Date signed

Date signed

SIGNED for **the University of Northern British Columbia**

)
)
)

Signature

Signature of witness

Henry Harder
Position: Vice Provost, Indigenous Initiatives, UNBC

Date signed

Date signed

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED MOTION

Motion: That the *Animal Care and Use Policy*, last revised and approved by Senate December 2013, be repealed.

Effective Date: Upon the approval of Senate

Rationale: The Vice-President, Research and Innovation approved the new Animal Care and Use Policy (included for information) April 7, 2022, which was developed by the Chair and members of Animal Care and Use Committee (ACUC).; therefore, the old Policy last revised and approved by Senate December 2013 needs to be repealed as it is no longer valid.

ACUC reports directly to the Vice-President, Research and Innovation as the Committee is responsible for establishing policies and procedures that uphold the Canadian Council on Animal Care (CCAC) guidelines throughout the institution.

ACUC was a subcommittee of SCAAf until October 2020, when Senate decided to remove it as a subcommittee of SCAAf, and the Vice President, Research agreed to convey information from this committee to SCAAf and Senate as appropriate.

Motion proposed by: Kathy Lewis – Acting Vice-President, Research and Innovation

Academic Program: N/A

Faculty: N/A

Faculty Council / Committee Motion Number: N/A

Faculty Council / Committee Approval Date: N/A

Attachment Pages (if applicable):

- *Animal Care and Use Policy* (last revised and approved by Senate December 2013) – approval of repeal
- *New Animal Care and Use Policy* (approved April 2022) – for information
- Appendix 1 – Animal Care and Use Committee Terms of Reference (approved Feb. 2021) – for information

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to ✓ , or information of _____ Senate.

SUBJECT: ANIMAL CARE AND USE POLICY

1. Purpose

The University of Northern British Columbia is a research intensive institution that supports the responsible use of animals in research for the purpose of obtaining knowledge of potential benefit to humans and animals. To this end, the University is committed to maintaining the highest standards in animal care and animal-based research and teaching, meeting or exceeding those outlined by the Canadian Council on Animal Care (CCAC) and in other guidelines published or endorsed by the CCAC. This policy is intended to govern the responsible use of animals in research and teaching under the auspices of the University within the framework of applicable standards and legislation.

The use of animals in research and teaching is a privilege. The University is responsible for ensuring that the use of animals in research projects and teaching are reviewed for scientific and pedagogical merit, respectively. Formal responsibility for ensuring the humane care and use of animals in research and teaching under the auspices of the University, is mandated by the CCAC to the University Animal Care and Use Committee (ACUC). Prior to commencement of all such research and teaching activities at the University, the ACUC must review and approve the activities. A community representative that has not been involved in animal use for research, teaching or testing and who has no affiliation with the University, must be involved in the review process. Failure to obtain protocol approval means the proposed animal use cannot proceed. Furthermore, once approval has been granted, failure to adhere to conditions of the approved protocol can result in termination of research, loss of research rights, and other sanctions that the University deems necessary.

2. Scope

This policy applies to all research, teaching and research-related activity involving the care and use of animals conducted under the auspices of the University.

The ACUC's jurisdiction includes all non-human vertebrate animals, as well as cephalopods and some other higher invertebrates, in all University programs: instruction programs (undergraduate, graduate, extension, continuing education and others); University research projects including clinical trials; investigation involving the use of University facilities; and activities conducted in or at University facilities by organizations or individuals from outside the University. For animals in Canada, in the wild, or in facilities other than those of UNBC an animal use proposal must be filed and approved before the project is initiated. Scientists from this University conducting studies on animals in another jurisdiction must, as a minimum, comply with the requirements for animal care in that jurisdiction but should also endeavour, insofar as possible, to comply with the requirements for animal care at UNBC. Scientists visiting from other countries are required to comply with the Animal Care and Use Policy of this University.

Although this policy primarily covers vertebrate animals and higher invertebrates, it is recognized that some research projects conducted on other invertebrates may also impact species under ACUC jurisdiction. Wherever a proposal has the potential to impact such species, it must be submitted for review by the ACUC, outlining potential impacts such as incidental capture, confinement or the possible death of these species.

3. Authority

The care and use of animals in research and teaching is subject to relevant federal and provincial legislation and regulation. In addition, the University adheres to the voluntary control program of the Canadian Council on Animal Care and to the ethical and professional codes, guidelines and standards (as amended from time to time) of the CCAC, the Canadian Association for Laboratory Animal Science and the British Columbia Veterinary Medical Association. The University may also agree to abide by the requirements of other organizations, as a condition of carrying out certain research on a project-by-project basis, provided that these do not diminish the standards of care and conduct that would otherwise apply. These arrangements to which the University is subject ("applicable requirements") help shape and guide this policy.

APPENDIX 1A: UNBC Animal care and use policy

The Vice President Research is responsible for the implementation and administration of this policy and associated regulations. The Animal Care and Use Committee reports to the Vice President Research and is responsible for the day-to-day oversight of this policy.

4. Definitions

In this policy, unless a contrary intention appears, “animal(s)” means non-human living vertebrates and higher invertebrates as defined by the CCAC.

5. Context

5.1 Research Activities

Research activities involving the use of animals engage a great many of the organizational units of the University, and support for the proper care and use of animals is provided, either directly or indirectly, by many departments including, but not limited to, the following:

5.2 Vice President Research

The Vice President Research has executive responsibility for the implementation of the University’s animal care policy. The Vice President Research shall attempt to resolve objections from a project leader who cannot agree to alter his/her protocol so as to conform to the suggestions of the ACUC; from a minority of members of the ACUC who wish to register a dissent from the approval of a protocol given by the Committee; concerning animal care in any on-going project. Where an objection cannot be resolved, the provision for Appeals (see Article 9) shall be followed.

5.3 Faculty

Faculty are responsible for designing and carrying out their research and teaching in accordance with the applicable requirements. This includes integrating their activities with those of their colleagues and rationalizing their requirements in terms of the facilities and services. Faculty are also responsible for educating students as to the rationale for, and the application of, relevant requirements, and for ensuring that students working under their supervision respect and observe the relevant requirements. Faculty have a special responsibility to ensure work carried out under their general direction or supervision is properly reviewed and certified.

5.4 College Deans / Program Chairs

College Deans and Program Chairs have a general responsibility for the research and teaching carried out in their faculty, school or program, and for encouraging and ensuring compliance with applicable University policies and procedures. College Deans have the authority to terminate animal use which, in the Dean’s opinion, does not comply with University policies.

5.5 Animal Care and Use Committee

Along with the Vice President Research, the ACUC is responsible for ensuring University-wide understanding of, and compliance with, the applicable requirements. The Committee is also responsible for ensuring that animals used in research and teaching are humanely cared for and used in accordance with the applicable requirements. The Committee is responsible for ethical review and certification of research and teaching proposals and also for monitoring compliance with approved proposals. Subject to Provincial Freedom of Information legislation, the Committee will make information available. The Committee’s specific composition and detailed terms of reference (which must accord with the requirements of the Canadian Council on Animal Care and applicable legislation and regulations) are determined by the President on the recommendation of the Vice President Research. The Animal Care and Use Committee may propose changes to its composition and terms of reference in light of experience and workload.

APPENDIX 1A: UNBC Animal care and use policy

5.6 Director of Animal Care

The Director of Animal Care directs and administers the Northern Health Sciences Research Facility, ensuring efficient operations in accordance with both internal and external requirements. The Director of Animal Care is assisted by the manager and other staff of the Northern Health Sciences Research Facility and reports in relation to the administration of the facility to the Vice President Research.

6. General

6.1 The University will acquire and maintain only the number and type of animals that its facilities and resources can receive and accommodate in accordance with the applicable requirements. The certification of a protocol or the authorization of a research grant or contract application is no guarantee that the University will be able to acquire, house, and care for the laboratory animals if, at the time the work proceeds, the capacity of the University's facilities is otherwise fully utilized. In such circumstances, the research may have to be modified or rescheduled or funds may have to be allocated for any necessary expansion or modification of facilities.

6.2 Faculty, staff and students using animals for research and teaching purposes are expected to be thoroughly familiar with all applicable requirements.

6.3 Faculty with appropriate expertise are also expected to serve, as may reasonably be required, on the ACUC and contribute to policy advice, facilities planning and the review of protocols.

6.4 Failure to adhere to this policy for the use of animals is a serious offence, subject to penalties, including, but not limited to, the withdrawal of research privileges or dismissal.

7. Duties and Responsibilities of the ACUC

7.1 The ACUC reviews all proposals for compliance with the applicable ethical requirements and ensures that all research using animals has received an independent, peer review of scientific merit, and any teaching using animals has pedagogical merit, before any protocol is given final approval by the Committee. The Committee does not itself conduct the review of scientific or pedagogical merit; such reviews fall within the responsibilities of the University.

7.2 The ACUC monitors animal care and use, including all types of field studies, to ensure that the applicable requirements are met, that care is adequate at all stages, and that proper veterinary care is provided in case of sickness and injury. The ACUC and officers are responsible for monitoring compliance with the applicable requirements, making recommendations for improvements and initiating action on abuse within their jurisdiction.

7.3 The ACUC ensures the maintenance of an up-to-date record of proposals and inventory of animal use in an approved form.

7.4 The ACUC monitors compliance with University policy and procedures related to animal care approval.

7.5 The Committee maintains Terms of Reference, which accord with the requirements of the Canadian Council on Animal Care (as amended from time to time) and with applicable legislation and regulations.

8. Approval of Proposals

8.1 The University requires that all proposed use of animals in research and teaching under its auspices be reviewed by the ACUC. If the proposed use and proposal are in accordance with the applicable requirements, the proposal will be certified. Uncertified acquisition or use of animals is prohibited.

APPENDIX 1A: UNBC Animal care and use policy

8.2 Faculty and students proposing to use animals for research and teaching must submit to the ACUC a proposal for animal use in a form prescribed by the Committee.

8.3 Conflict of interest

Any member of the ACUC with a research or teaching interest in a protocol submitted for review must not participate in the review procedure. If the protocol is associated with work conducted by the Chair, then the alternate Chair (as appointed by the ACUC) will serve as Chair.

9. Appeals Process

9.1 Where an objection to the Vice President Research by a principal investigator or a dissenting minority of the ACUC cannot be resolved under Article 5.2, the Vice President Research shall convene an Appeals Committee.

9.2 Where an objection to the Vice President Research under Article 5.2 in respect of any ongoing research project cannot be resolved, the Vice President Research has discretion whether or not to convene an Appeals Committee to rule on the matter.

9.3 An Appeals Committee will be composed of three persons as follows:

- a. one person named by the principal investigator of the protocol being considered;
- b. one person named by the Vice President Research, who may be a member of the ACUC; and
- c. one person, who shall be Chair, agreed upon by the principal investigator and the Vice President Research or, failing such agreement, one person appointed by the President of the University.

9.4 By majority vote, an Appeals Committee may confirm or modify the decision of the ACUC and may impose its own conditions for approval of the project, or for its continuation. An Appeals Committee may halt an ongoing project. The decision of an Appeals Committee shall be final.

10. Emergency Management

In the context of its general institutional emergency plan, the University will implement an emergency management program for the UNBC animal facilities and for the animal care and use program. The ACUC has responsibility for reviewing all animal-related aspects of the emergency management program regularly and, where appropriate, modifying the program in consultation with the University Risk Management Department and the Vice President Research.

Policy

ANIMAL CARE AND USE

Number: RI 2
Classification: Research and Innovation
Approving Authority: Vice President,
Research and Innovation
Designated Executive Officer: Vice President,
Research and Innovation
Effective Date: April 2022
Supersedes: December 2013
Date of Last Review/Revision: March 2022
Mandated Review Date: March 2027

Associated Procedures: Procedures are outlined in the Animal Care and Use Committee Terms of Reference attached to this Policy as Appendix 1.

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1.0 BACKGROUND

The University of Northern British Columbia is a research-intensive institution that supports the responsible use of Animals in research for the purpose of obtaining knowledge of potential benefit to humans and Animals. The University is committed to maintaining the highest standards in Animal care and Animal-based research and teaching, meeting or exceeding those outlined by the Canadian Council on Animal Care (CCAC) and in other guidelines published or endorsed by the CCAC.

2.0 PURPOSE

The purpose of this policy is to govern the responsible use of Animals in research and teaching under the auspices of the University within the framework of applicable [Canadian Council on Animal Care standards](#) and legislation.

4.0 SCOPE

- 4.1 This policy applies to research that involves vertebrate Animals and higher invertebrates (<https://ccac.ca/en/facts-and-legislation/animals-in-canadian-science/what.html>) as well as other invertebrates when the research has the potential to impact such species. Proposals submitted to the Animal Care and Use Committee (ACUC) must outline potential impacts such as incidental capture, confinement or the possible death of these species.
- 4.2 This policy and its associated procedures found in the *Animal Care and Use Committee Terms of Reference* apply to all faculty, staff, Post-Doctoral Fellows, external researchers using UNBC's research facilities, and students conducting research or teaching at or in association with the University, that involves Animals, regardless of the source of funding supporting the activity.
- 4.3 For research involving Animals in Canada, in the wild, at UNBC facilities or in facilities other than those of UNBC, an Animal-use proposal must be filed and approved by ACUC before the project is initiated.
- 4.4 UNBC scientists conducting studies on Animals in another jurisdiction must, as a minimum, comply with the requirements for Animal care in that jurisdiction but should also endeavour, when possible, to comply with the requirements for Animal care at UNBC.

5.0 DEFINITIONS

- 5.1 **Animal(s)** means non-human living vertebrates and higher invertebrates as defined by Canadian Council on Animal Care (CCAC).
- 5.2 **Animal Care and Use Committee (ACUC)** the UNBC Animal ethics committee assigned by the VP Research and Innovation to review, approve and monitor Animal Use Protocols.
- 5.3 **Animal Use Protocols (AUPs)** is a document containing all details of research or teaching involving animals that must be approved by the ACUC prior to commencement of the research or teaching.
- 5.4 The **Canadian Council on Animal Care (CCAC)** is the national peer-review organization responsible for setting, maintaining, and overseeing the implementation of high standards for Animal ethics and care in science throughout Canada

6.0 POLICY

6.1 General

- 6.1.1 All research or teaching at or in association with the University involving Animals is carried out in accordance with CCAC's current requirements as a minimum standard and with the University's *Animal Care and Use Committee's Terms of Reference*.
- 6.1.2 All research or teaching involving Animals by University faculty, staff, postdoctoral fellows, and/or students requires approval from the University's ACUC before commencement. Unapproved acquisition or use of Animals is prohibited.
- 6.1.3 Faculty and staff wishing to conduct research or teaching using Animals in any manner must complete an application for an AUP for review and approval by the ACUC prior to commencement. Research trainees (postdoctoral fellows and students) and employees conducting research using Animals must be listed on an AUP held by a faculty or staff member.
- 6.1.4 The Office of Research and Innovation provides the administrative support for review of AUPs and for educating the University community about Animal care.

6.1.5 The details for the committee and mechanisms outlined in section 6.2.3 are contained in the *Animal Care and Use Committee Terms of Reference* in the attached Appendix A.

6.1.6 Failure to adhere to this Policy, the Animal Care and Use Committee Terms of Reference, or any other processes applicable to Animal research or teaching ethics results in an investigation conducted by the Office of Research and Innovation and may result in penalties including, but not limited to, the withdrawal of Animal use privileges or dismissal.

6.2 Roles and Responsibilities

6.2.1 The Vice-President Research and Innovation is responsible for the following:

- i. implementing and upholding the CCAC requirements on behalf of the University; and
- ii. reviewing and adjudicating appeals raised against decisions of the ACUC (appeals process described in Section 10 of the ACUC Terms of reference).

6.2.3 The Animal Care and Use Committee (ACUC) is established by the Vice-President, Research and Innovation, and has the authority and responsibility to:

- i. review and approve AUPs submitted for use of Animals in research or teaching;
- ii. ensure the maintenance of an up-to-date record of proposals and inventory of Animal use in an approved form;
- iii. monitor compliance with University policies and procedures and applicable requirements related to Animal care approval;
- iv. monitor Animal care and use, including all types of field studies, to ensure the following:
 - a. the applicable requirements are met;
 - b. care is adequate at all stages; and
 - c. proper veterinary care is provided in case of sickness and injury.
- v. make recommendations for improvements;
- vi. initiate action on abuse within their jurisdiction;
- vii. provide an appeal mechanism for decisions on reviews of Animal-use applications; and
- viii. review all Animal-related aspects of the University's emergency management program regularly and, when appropriate, modify the program in consultation with the Safety and Risk Management Department and the Vice-President, Research and Innovation.

- 6.2.3 The Vice-President of Research and Innovation and the ACUC have the responsibility that Animal Users within the University community are aware and compliant with CCAC requirements.
- 6.2.4 Faculty and staff are responsible for the following, when involved in Research or teaching activities involving Animals:
- i. designing and carrying out research and teaching that uses Animals in accordance with CCAC requirements, including integrating their activities with those of their colleagues and rationalizing their requirements in terms of the facilities and services available;
 - ii. educating research trainees (postdoctoral fellows and students) and employees on the rationale and application of relevant requirements and ensuring that trainees and employees working under their supervision respect and observe CCAC requirements; and
 - iii. ensuring work carried out under their general direction or supervision is properly reviewed and approved.
- 6.2.5 Deans and Chairs of academic units have a general responsibility for the following:
- i. research and teaching carried out in their faculty and academic units; and
 - ii. for encouraging and ensuring compliance with applicable University policies and procedures.
- 6.2.6 Deans have the authority to terminate Animal use which, in the Dean's determination, does not comply with University policies. The Dean must report any such terminations to the Vice-President, Research and Innovation.

7.0 AUTHORITIES AND OFFICERS

The authorities and officers for this policy are as follows:

Approving Authority: Vice-President, Research and Innovation

Designated Executive Officer: Vice-President, Research and Innovation

Procedural Authority: Vice-President, Research and Innovation

Procedural Officer: Chair, Animal Care and Use Committee

8.0 RELEVANT LEGISLATION

- [Provincial Guidelines, BC – Prevention of Cruelty to Animals Act](#)

9.0 RELATED POLICIES AND OTHER ASSOCIATED DOCUMENTS

- Appendix 1 UNBC Animal Care and Use Committee – Terms of Reference
- [Federal Guidelines – Canadian Council on Animal Care \(CCAC\)](#).

Animal Care and Use Committee TERMS OF REFERENCE

1. General

The Animal Care and Use Committee (ACUC), establishes policies and procedures to uphold Canadian Council on Animal Care (CCAC) guidelines throughout the institution. All animal care and use is reviewed at least annually by the ACUC. Representatives of the Canadian Council on Animal Care also make regularly scheduled, detailed inspections, which include a review of all research/teaching using animals being carried out and a review of the methods of protocols, and policy review at UNBC and affiliated institutions.

2. Authority of the ACUC

2.1 The Chair and/or Veterinarian, on behalf of the ACUC, has the authority to halt any procedure which causes unnecessary pain or distress to an animal, terminate the use of animals which deviates from the approved use, any non-approved procedure, or any procedure causing unforeseen pain or distress to animals, and to order an animal killed humanely if pain or distress caused to the animal is not part of the approved protocol and cannot be alleviated.

2.2 The ACUC shall report directly to the Vice President Research (VPR).

2.3 The Coordinator of the Northern Health Sciences Research Facility (NHSRF) shall report to the VPR and the ACUC.

2.4 The Veterinarian shall report to the VPR.

2.5 The ACUC will ensure that no research, testing project or teaching program involving animals commence without prior ACUC approval of a written animal use protocol and that no animals will be acquired or used before such approval.

2.6 The ACUC will review all animal use proposals.

2.7 The ACUC will review policies, Terms of Reference, and Standard Operating Procedures (SOPs) relating to animal care at least every three years.

3. Membership of the ACUC

3.1 The members of the ACUC will be appointed by the VPR for a term of no less than two years, renewable for up to eight consecutive years. This time limit does not apply to ACUC members who must be part of the ACUC because of their role within the institution (*ex officio* members: Administrative Assistant/Research Ethics Coordinator, veterinarian(s), laboratory animal care technician and the Coordinator of the NHSRF). The complement of the ACUC will vary, but shall include:

(a) a Chair appointed from the members of the ACUC on the recommendation of the ACUC. The Chair has delegated authority for signature, on behalf of the University, of approved protocols;

(b) at least two faculty members experienced in animal research, care and use, appointed on the recommendation of the ACUC;

(c) a faculty member who does not use animals in research and teaching, appointed on the recommendation of the ACUC;

(d) a community member or members, representing community interests and concerns, appointed on the recommendation of the ACUC. The community member(s) may be a scientist, but must not have been involved with animal use for research, teaching, or testing, and must have no affiliation with the University;

(e) a student representative experienced in animal research, care and use, appointed on the recommendation of the ACUC;

(f) a veterinarian who, until such time as a University Veterinarian is on staff, will be selected by the VPR in consultation with the Committee (*ex officio* member);

(g) the Coordinator of the Northern Health Sciences Research Facility (*ex officio* member);

(h) a laboratory animal care technician from the Northern Health Sciences Research Facility (*ex officio* member);

(i) the Administrative Assistant / Research Ethics Coordinator (*ex officio* member);

(j) a representative from Coast Mountain College (CMC).

(k) such additional members as the ACUC may require for their special expertise or because of workload, particularly for protocol review, including, where appropriate, an ethicist (someone with formal expertise in ethics and law from an accredited institution), appointed in consultation with the ACUC.

3.2 The ACUC may recommend the creation of sub-committees as required.

4. Meetings

4.1 The ACUC meets at least twice a year, at times which are convenient for all members, including the community representative and consulting veterinarian, to ensure that all or at least a majority of members of the ACUC can attend in person or by teleconference. One meeting should be considered an annual general meeting, at which the Committee reviews its terms of reference and, within its jurisdiction, the security of the animals and research facilities, standard operating procedures, and policies and procedures for monitoring animal care and use.

4.2 Quorum for ACUC meetings shall be one half, or the smallest whole number exceeding one half, of the voting members, and shall include community and veterinary representation. ACUC members may be present for the purposes of quorum by attending in person or via teleconference.

4.3 The Committee meets at the call of the Chair.

4.4 Minutes detailing discussions and decisions of the ACUC concerning individual protocols, as well as any required modifications to protocols, will be produced for each meeting. The minutes shall be forwarded to the VPR.

5. Procedures Concerning ACUC Review of Protocols

5.1 Research proposals associated with competitive funding applications to agencies with independent peer review processes generally do not require review for scientific merit by the ACUC. The requirement for scientific merit is normally met if the application is funded. Where ACUC approval is required by a funding agency before it will review the funding application,

ACUC approval shall be provisional, pending assurance from the funding agency that the application has high scientific merit. If scientific merit has not been peer reviewed externally, the ACUC will request that the Office of Research solicit two reviews of the objectives, hypotheses, methods and contributions of the project by knowledgeable scientists who do not collaborate with the investigator. Both referees must be external to the committee. The reviews must be documented and must contain sufficient information to support the reviewers' conclusion(s).

5.2 Review of teaching protocols. The ACUC will ensure that use of animals for teaching is based on sound ethical justification; it is the responsibility of the applicant's Program or Department to ensure that the use of animals for teaching has pedagogical merit and is based on proven educational objectives. Justification should be provided for the use of animals over the use of alternatives such as models, videos, computer simulations and emulations. The level and type of training of the students are important considerations in ascertaining the need to use animals. Teaching protocols are subject to the same review considerations as for research protocols. Additionally, evaluation of teaching protocols will take into consideration student inexperience and numbers of students involved in the protocol. Descriptions of projects should include the number of students per animal, and the student / teacher ratio. The disposition of the animals at the end of the teaching session must be clearly described.

5.3 Protocol review process. Protocol review and approval by the ACUC will be conducted as a group and approval will be given by consensus of the committee. Review requires that a majority of members' review and comment on the proposal directly to the committee; at a minimum this will include a veterinarian, a faculty member, and two other members. If there are no contentious issues, the Chair of the ACUC will approve the proposed research.

- (a) Protocol applications, renewals or amendments are written and submitted to the ACUC by the PI; an electronic copy is emailed to acuc@unbc.ca and a signed hard copy is sent to the Office of Research.
- (b) The protocol is distributed to all ACUC members at least one week prior to the ACUC meeting by the ACUC coordinator. A protocol may be distributed less than one week prior to the ACUC meeting if it is a late submission.
- (c) The protocol is reviewed by ACUC members prior to the ACUC meeting.
- (d) The protocol is reviewed at the ACUC meeting. If an ACUC member is directly involved in the protocol, they will leave the room and return once discussion of the protocol is completed. If the member is also the ACUC Chair, another faculty member will temporarily chair.
- (e) The ACUC will, by consensus:
 - a. Approve the protocol if there are no revisions required or no further information or peer/pedagogical review required.
 - b. Approve the protocol in principal if the protocol is acceptable in principal but may require minor revisions. Once the revisions have been fulfilled the protocols is approved.
 - c. Not approve the protocol if the protocol does not meet ACUC or CCAC welfare standards. The ACUC will ask for revisions if there is absent or incomplete information or lacking supporting requirements, such as permits or pedagogical/peer review.
- (f) Once the protocol has been approved, a *Certificate of Approval of Animal Care and Use* will be sent to the PI via email by the ACUC Chair and research may begin. In the absence of the Chair, a designate may sign and send out the certification.

5.5 Where proposals to a potential project sponsor require evidence of approval, the original of the signed Certificate must be included with the application.

5.6 Where the same proposal is submitted to more than one potential project sponsor, each application must include an original approved certificate. Duplicate certificates are issued at the discretion of the Chair of the ACUC.

5.7 The Certificate must identify the user, the project or purpose for which it was issued, the date of issue, and its period of validity.

5.8 The signature of the Faculty member on the protocol constitutes an undertaking to adhere strictly to applicable requirements; the signature of the Chair of the ACUC indicates that the proposal is in accordance with the applicable requirements.

5.9 An approval may be revoked if the proposal is changed in any way contrary to the applicable requirement of the actual use of animals, or is in any way unacceptable to the Chair of the ACUC, or it fails to conform to the applicable guidelines.

5.10 ACUC approval is given for one year. Ongoing projects must be renewed annually by researchers via the renewal process, for a maximum of three consecutive renewals. A protocol can be approved / renewed by the ACUC for a maximum of four years, after which a complete, new protocol shall be submitted.

5.11 Pilot studies used to help develop new methods, approaches and products will be encouraged, as they ultimately reduce the number of animals used in research. These protocols will be reviewed and approved as normal protocols with the exceptions that approval will be for a three-month period and will not be renewable. A maximum of 10 animals can be used in pilot studies and upon completion of the project, regardless if the protocol will be continued or discontinued, a final written report shall be provided to the ACUC.

5.12 The ACUC must be given written notice of any changes in a proposal and any amendments to protocols, including changes to environmental enrichment, which must be reviewed and approved by the ACUC. Requests for a renewal or amendments to protocols should be submitted using the relevant forms. Individuals wishing to make major amendments to approved protocols are required to submit a new protocol for approval to the ACUC. Renewal applications should permit the ACUC to review proposed modifications to the original protocol, if any, and the justification for the changes. All modifications must be approved and documented by the ACUC before being initiated by the investigator.

5.13 Minor amendments to approved protocols, such as slight refinements to the procedures used on animals, the addition of one or two personnel on a project, may be submitted on an amendment form any time throughout the year. Individuals wishing to make major amendments to approved protocols are required to submit a new protocol for approval to the ACUC.

5.14 Major modifications including changes in the nature of invasive procedures(s), discontinuing and/or the withdrawal of anesthetics/analgesia to current procedures that may cause pain and/or distress, any changes that result in a change in the "Category of Invasiveness", changes in animal species or any increase in the use of animals must be subjected to the same level of review and information requirements as a new proposal.

5.15 The interim approval of protocols that are received in between scheduled ACUC meetings shall be determined by the Chair. All such protocols must be reviewed at minimum by

one scientist, the veterinarian and community representative. All protocols receiving interim approval will be reviewed at the next scheduled ACUC meeting.

5.16 In cases where investigators or instructors undertake collaborative projects with individuals from other institutions, and the protocol has been approved by a collaborating institution's animal care committee, the ACUC will accept the protocol as submitted to the collaborating institution. An approval letter from the collaborating institution's animal care committee must also be submitted along with the protocol. The ACUC will review the project to ensure that it meets the committee's normal standards and does not contravene any institutional policies on animal care and use.

5.17 By an Indirect Certification agreement, the ACUC shall be responsible for all animal-based work conducted at Coast Mountain College (CMC). For complete details refer to UNBC File Ref. RC14-2961 or CMC 5415.1415.

6. Procedures for Post-Approval Monitoring (PAM)

6.1 Post-approval monitoring of all laboratory protocols to ensure compliance shall be done by the ACUC. Any deviations from the approved protocol shall be brought to the attention of the researcher to ensure compliance and reported to the ACUC. The Coordinator and researcher, along with the Chair of the ACUC, shall work together to ensure that animal users carry out their work not only ethically, but successfully. Researchers are required to record dates and times in the animal facility when they will be working on any protocols. During this time the coordinator and full-time Technician can monitor researchers to ensure they are following approved procedures. The veterinarian also assists in PAM during her regularly scheduled facility visits. All other committee members are encouraged and invited to visit the animal facility on campus at any time.

6.2 Post-approval monitoring of field protocols to ensure compliance shall be done by the ACUC. Post-approval monitoring of field work shall be accomplished by one or a combination of the following methods:

- (a) Site visits conducted by ACUC members. To facilitate this option, ACUC members are encouraged and supported by the VPRI to accompany researchers in the field.
- (b) Researchers can provide frequent progress reports for work being conducted in the field.
- (c) Researchers can provide pictures or videos of work being conducted in the field.

7. Responsibilities of the veterinarian

7.1 The ACUC delegates to the veterinarian(s) the authority to treat, remove from a study or euthanize, if necessary, an animal according to the veterinarian's professional judgment.

7.2 The veterinarian is to be regularly informed of all interventions related to animal health and welfare; these interventions shall be recorded and kept on file in the Northern Health Sciences Research Facility.

7.3 Reports of the veterinarian's site visits shall be forwarded to the VPR and the Chair of the ACUC.

7.4 The veterinarian is responsible for reviewing the storage and use of all drugs under her/his authority.

8. Multi-site protocols

8.1 The authority of the ACUC extends to all teaching and research activities involving vertebrate and higher invertebrate animals conducted on or off-campus by University faculty members, students and staff and any such activities conducted by non-UNBC collaborating researchers on campus, including at UNBC-managed facilities such as the Quesnel River Research Centre, or the John Prince or Aleza Lake Research Forests.

9. ACUC visits to animal care facilities

9.1 The ACUC shall regularly, and at least once per year, visit all UNBC animal care facilities and areas in which animals are used to better understand the work being conducted and to satisfy itself that all animal use within its jurisdiction is in compliance with all applicable regulations and CCAC guidelines. Such visits are documented through the ACUC minutes or written reports. Any responses to ACUC recommendations should be in writing. Jointly, the ACUC and VPR shall ensure that all recommendations and site visit reports are followed up.

10. Appeal Mechanism

In the event that the ACUC rejects a submitted protocol for ethical reasons or because scientific / pedagogical merit has not been adequately demonstrated, and the Investigator does not accept the decision, the following process will apply:

10.1 The Investigator may request that the ACUC reconsider its decision. This could include the submission of a revised protocol following feedback from the ACUC via the Chair. Reconsideration may involve the Investigator meeting with the ACUC so that they may thoroughly review and understand the details of the protocol. The ACUC may seek scientific opinions from individuals who are not members of the ACUC.

10.2 If this does not provide a satisfactory solution to the Investigator, then the Investigator may appeal to the VPR. The VPR will convene an appeals committee. Any current ACUC member may not be a part of the Appeals Committee in order to keep the process separate, fair and impartial. An Appeals Committee will be composed of three persons as follows:

- (a) one person (internal or external to the University) who has appropriate expertise, named by the Investigator of the protocol being considered;
- (b) one person (internal or external to the University) who has appropriate expertise, named by the VPR;
- (c) one person (internal or external to the University) who has appropriate expertise, who shall be Chair, agreed upon by the Investigator and VPR or, failing such agreement, one person appointed by the President of the university

10.3 By majority vote, an Appeals Committee may confirm or modify the decision of the ACUC and may impose its own conditions for approval of the project, or for its continuation. An Appeals Committee may halt an ongoing project. The decision of an Appeals Committee shall be final.

SENATE COMMITTEE ON ADMISSIONS AND DEGREES

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the change(s) to the admission requirements for the Bachelor of Commerce program be approved as proposed.

1. **Effective date:** January 2022
2. **Rationale for the proposed revisions:** This revision will facilitate greater admission to the Bachelor of Commerce Program and provide more flexibility to students in choosing first year MATH courses. It will also align with the recent changes made by the Economics program, and so there is a consistent standard in the FBE.
3. **Implications of the changes for other programs, etc., if applicable:** N/A
4. **Reproduction of current Calendar entry for the item to be revised:**

	Major	1	2	3	4	5	Other Requirements
Commerce 65% Average	Accounting	English Studies 12 or English First Peoples 12	Pre-calculus 12 (67%)	Approved Academic Grade 12 Course	Approved Academic Grade 12 Course	Fifth Course	
	Finance	English Studies 12 or English First Peoples 12	Pre-calculus 12 (67%)	Approved Academic Grade 12 Course	Approved Academic Grade 12 Course	Fifth Course	Fifth Course
	General Business	English Studies 12 or English First Peoples 12	Pre-calculus 12 (67%)	Approved Academic Grade 12 Course	Approved Academic Grade 12 Course	Fifth Course	
	Human Resources Management	English Studies 12 or English First Peoples 12	Pre-calculus 12 (67%)	Approved Academic Grade 12 Course	Approved Academic Grade 12 Course	Fifth Course	

	International Business	English Studies 12 or English First Peoples 12	Pre-calculus 12 (67%)	Approved Academic Grade 12 Course	Approved Academic Grade 12 Course	Fifth Course	
	Management Information Systems	English Studies 12 or English First Peoples 12	Pre-calculus 12 (67%)	Approved Academic Grade 12 Course	Approved Academic Grade 12 Course	Fifth Course	
	Marketing	English Studies 12 or English First Peoples 12	Pre-calculus 12 (67%)	Approved Academic Grade 12 Course	Approved Academic Grade 12 Course	Fifth Course	

5. **Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

	Major	1	2	3	4	5	Other Requirements
Commerce 65% Average	Accounting	English Studies 12 or English First Peoples 12	Pre-calculus 12 (67%) <u>(60%)</u>	Approved Academic Grade 12 Course	Approved Academic Grade 12 Course	Fifth Course	
	Finance	English Studies 12 or English First Peoples 12	Pre-calculus 12 (67%) <u>(60%)</u>	Approved Academic Grade 12 Course	Approved Academic Grade 12 Course	Fifth Course	Fifth Course
	General Business	English Studies 12 or English First Peoples 12	Pre-calculus 12 (67%) <u>(60%)</u>	Approved Academic Grade 12 Course	Approved Academic Grade 12 Course	Fifth Course	
	Human Resources Management	English Studies 12 or English First Peoples 12	Pre-calculus 12 (67%) <u>(60%)</u>	Approved Academic Grade 12 Course	Approved Academic Grade 12 Course	Fifth Course	
	International Business	English Studies	Pre-calculus	Approved Academic	Approved Academic	Fifth Course	

		12 or English First Peoples 12	12 (67%) (60%)	Grade 12 Course	Grade 12 Course		
	Management Information Systems	English Studies 12 or English First Peoples 12	Pre-calculus 12 (67%) (60%)	Approved Academic Grade 12 Course	Approved Academic Grade 12 Course	Fifth Course	
	Marketing	English Studies 12 or English First Peoples 12	Pre-calculus 12 (67%) (60%)	Approved Academic Grade 12 Course	Approved Academic Grade 12 Course	Fifth Course	

6. Authorization:

Program / Academic / Administrative Unit: Office of the Registrar

Faculty: Not Applicable

Faculty Council Motion Number: FBEFC 2021.10.21.03

Faculty Council Approval Date: October 21, 2021

Senate Committee on First Nations and Aboriginal Peoples Motion Number: Not Applicable

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: Not Applicable

7. Other Information

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ADMISSIONS AND DEGREES MEETING

Brief Summary of Committee Debate:

Motion No.: SCAD

Moved by:

Seconded by:

Committee Decision:

Approved by SCAD:

_____ **Date**

_____ **Chair's Signature**

For recommendation to ✓, or information of _____ Senate.

SENATE COMMITTEE ON ADMISSIONS AND DEGREES

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the change to graduate application deadlines on page 21 in the print or PDF calendar accessible on the UNBC web page of the 2021/2022 graduate calendar, be approved as proposed.

1. **Effective date:** May 2022
2. **Rationale for the proposed revisions:** Removing individual program deadlines from the calendar and moving these to the application website will allow programs flexibility in setting the timeline applications remain open in each application period. Additionally, this will allow programs the flexibility to add or change an intake as space permits. This motion also removes the preamble listing admission requirements as redundant.
3. **Implications of the changes for other programs, etc., if applicable:** None
4. **Reproduction of current Calendar entry for the item to be revised:**

Application information is available at the Apply to Graduate Programs web site or from the Office of the Registrar. 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 for Admission Deadline* Dates

Please refer to [Apply to Graduate Programs](#) web site for update or changes and information on late applications.

Certificate (Alphabetical by Subject)	Application Deadline According to Preferred Semester of Entry		
	September	January	May
Indigenous Child Youth and Mental Health	December 15	May 1	December 15

Degree (Alphabetical by Subject)	Application Deadline According to Preferred Semester of Entry		
	September	January	May
Business Administration (MBA)	December 15	no intake	no intake
Business Administration (MSc)	December 15	no intake	no intake
Counselling (MEd)	December 15	no intake	no intake
Development Economics (MA)	December 15	May 1	no intake
Disability Management (MA)	December 15	no intake	no intake

Degree (Alphabetical by Subject)	Application Deadline According to Preferred Semester of Entry		
Education (MEd Multidisciplinary Leadership Specialization)	November 15	November 15	November 15
Education (MEd Special Education Specialization)	November 1	no intake	no intake
Engineering (MAsc)	December 15	May 1	December 15*
English (MA)	December 15	no intake	no intake
First Nations Studies (MA)	December 15	no intake	no intake
Gender Studies (MA)	December 15	May 1	no intake
Health Sciences (MSc)	December 15	no intake	no intake
Health Sciences (PhD)	December 15	no intake	no intake
History (MA)	December 15	September 15	no intake
Integrated Wood Design (MEng)	Ongoing	no intake	no intake
Interdisciplinary Studies (MA and MSc)	December 15*	May 1	December 15*
International Studies (MA)	December 15	May 1	no intake
Mathematical, Computer, Physical, and Molecular Sciences (MSc)	December 15	May 1	no intake
Natural Resources and Environmental Studies (MA)	December 15*	May 1	December 15*
Natural Resources and Environmental Studies (MNRES)	December 15*	May 1	December 15*
Natural Resources and Environmental Studies (MSc)	December 15*	May 1	December 15*
Natural Resources and Environmental Studies (PhD)	December 15*	May 1	December 15*
Nursing (MScN)	December 15	May 1	no intake
Nursing (MScN: FNP)	December 15	no intake	no intake
Political Science (MA)	December 15	May 1	no intake
Psychology (MSc)	December 15	no intake	no intake
Psychology (PhD)	December 15	no intake	no intake
Social Work (MSW)	December 15	no intake	no intake

Applications for admission should be submitted as early as possible to the Office of the Registrar. Incomplete applications 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 September, January, or May Semester.*

5. Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:

~~Application information is available at the Apply to Graduate Programs web site or from the Office of the Registrar. 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 for Admission Deadline* Dates~~

~~Please refer to [Apply to Graduate Programs](#) web site for update or changes and information on late applications.~~

Certificate (Alphabetical by Subject)	Application Deadline According to Preferred Semester of Entry		
	September	January	May
Indigenous Child Youth and Mental Health	December 15	May 1	December 15

Degree (Alphabetical by Subject)	Application Deadline According to Preferred Semester of Entry		
	September	January	May
Business Administration (MBA)	December 15	no intake	no intake
Business Administration (MSc)	December 15	no intake	no intake
Counselling (MEd)	December 15	no intake	no intake
Development Economics (MA)	December 15	May 1	no intake
Disability Management (MA)	December 15	no intake	no intake
Education (MEd Multidisciplinary Leadership Specialization)	November 15	November 15	November 15
Education (MEd Special Education Specialization)	November 1	no intake	no intake
Engineering (MASe)	December 15	May 1	December 15*
English (MA)	December 15	no intake	no intake
First Nations Studies (MA)	December 15	no intake	no intake
Gender Studies (MA)	December 15	May 1	no intake
Health Sciences (MSc)	December 15	no intake	no intake
Health Sciences (PhD)	December 15	no intake	no intake
History (MA)	December 15	September 15	no intake
Integrated Wood Design (MEng)	Ongoing	no intake	no intake
Interdisciplinary Studies (MA and MSc)	December 15*	May 1	December 15*
International Studies (MA)	December 15	May 1	no intake
Mathematical, Computer, Physical, and Molecular Sciences (MSc)	December 15	May 1	no intake
Natural Resources and Environmental Studies (MA)	December 15*	May 1	December 15*
Natural Resources and Environmental Studies (MNRES)	December 15*	May 1	December 15*
Natural Resources and Environmental Studies (MSc)	December 15*	May 1	December 15*
Natural Resources and Environmental Studies (PhD)	December 15*	May 1	December 15*
Nursing (MScN)-	December 15	May 1	no intake
Nursing (MScN: FNP)	December 15	no intake	no intake
Political Science (MA)	December 15	May 1	no intake
Psychology (MSc)	December 15	no intake	no intake
Psychology (PhD)	December 15	no intake	no intake
Social Work (MSW)	December 15	no intake	no intake

Applications for admission should be submitted as early as possible to the Office of the Registrar. Incomplete applications 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 September, January, or May Semester.*

Prospective graduate students must submit an application online. There are three semester intakes for graduate admissions (September, May and January). Not all programs offer admission to each semester intake.

Programs normally have a priority deadline for submission of a complete application to be considered for entrance awards. As admission to graduate degrees is competitive, applications for admission should be submitted as early as possible. Program application deadlines, intake information and application instructions are posted on the graduate application website: <https://www2.unbc.ca/apply/graduate>.

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 are not subsequently be released. Admission to a Graduate Program is valid only for the semester indicated in the letter of offer of admission.

6. Authorization:

Program / Academic / Administrative Unit: Graduate Administration, Office of the Registrar

Faculty: N/A

Faculty Council Motion Number: N/A

Faculty Council Approval Date: N/A

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

7. Other Information

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ADMISSIONS AND DEGREES MEETING

Brief Summary of Committee Debate:

Motion No.: SCAD

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

Date

Chair's Signature

For recommendation to ✓ , or information of Senate.

Motion Number (assigned by S-202204.54
Steering Committee of Senate): _____

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the changes to the description of Admission to the Master's Degree as a Conditionally Admitted Mature Student, on page 23 of the 2021/22 PDF graduate calendar be approved as proposed.

1. **Effective date:** September 2022

2. **Rationale for the proposed revisions:** The proposed revisions are to place signing authority for conditional admission of mature students with the Dean, remove reference to a Vice Provost position that no longer exists, and to remove procedural detail.

3. **Implications of the changes for other programs, etc., if applicable:** none

4. **Reproduction of current Calendar entry for the item to be revised:**

A student conditionally admitted to a graduate program must earn a grade point average of at least 3.00 (B) in each of the first two 3-credit-hour graduate courses taken. The first two courses will be determined by the Program and approved by the Vice Provost Student Recruitment or designate. If this condition is successfully met, the student's status will be changed to regular graduate student status. If the condition is not met, the student will be required to withdraw from the Program.

5. **Proposed revision with changes underlined and deletions indicated clearly using "strikethrough":**

A student conditionally admitted to a graduate program must earn a grade point average GPA of at least 3.00 (B) in each of the first two 3-credit-hour graduate courses taken in order to continue the Master's degree program. ~~The first two courses will be determined by the Program and approved by the Vice Provost Student Recruitment or designate. If this condition is successfully met, the student's status will be changed to regular graduate student status. If the condition is not met, the student will be required to withdraw from the Program.~~

6. **Authorization:**

Program / Academic / Administrative Unit: Office of Research and Innovation

SCCC Reviewed: November 15, 2021

Faculty: N/A

Faculty Council Motion Number:

Faculty Council Approval Date:

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

7. Other Information

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF202203.10

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to ✓ , or information of _____ Senate.

SENATE COMMITTEE ON ADMISSIONS AND DEGREES

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the changes to the description of Permission for Undergraduates to Take Graduate Coursework on page 24 of the 2021/22 PDF graduate calendar be approved as proposed.

1. **Effective date:** September 2022
2. **Rationale for the proposed revisions:** The proposed revisions are to remove reference to policy and unnecessary rational.
3. **Implications of the changes for other programs, etc., if applicable:** none
4. **Reproduction of current Calendar entry for the item to be revised:**

...

This policy gives academically strong undergraduate students the opportunity to experience graduate level instruction without commitments being made by either the student or the University about admission into graduate programs, or academic credit being awarded for the courses if a student is subsequently admitted to a graduate program.

Please see the Office of the Registrar for further information.

5. **Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

...

~~This policy gives academically strong undergraduate students the opportunity to experience graduate level instruction without commitments being made by either the student or the University about admission into graduate programs, or academic credit being awarded for the courses if a student is subsequently admitted to a graduate program.~~

~~Please see the Office of the Registrar for further information.~~

6. **Authorization:**

Program / Academic / Administrative Unit: Office of Research and Innovation

SCCC Reviewed: November 15, 2021

Faculty: N/A

Faculty Council Motion Number:

Faculty Council Approval Date:

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: N/A

7. Other Information

Attachment Pages: 0 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF

Moved by:

Seconded by:

Committee Decision:

Approved by SCAAF:

_____ **Date**

_____ **Chair's Signature**

For recommendation to ✓ , or information of _____ Senate.

SENATE COMMITTEE ON ACADEMIC AFFAIRS

PROPOSED REVISION OF CALENDAR ENTRY

Motion: That the changes to the description for admission to a Doctoral degree on page 31 of the 2021/22 Graduate calendar be approved as proposed.

1. **Effective date:** September 2022
2. **Rationale for the proposed revisions:** enable individual program flexibility for GPA requirements. Sets a masters degree as the normal pre-requisite for a doctoral program.
3. **Implications of the changes for other programs, etc., if applicable:** None
4. **Reproduction of current Calendar entry for the item to be revised:**

7.1.2 Admission to a Doctoral program will require a Cumulative GPA of 3.33 (B+) from the Baccalaureate and Master's degree, to be calculated over the last 30 credit hours of graded academic coursework.

Note: Higher entrance standards than those outlined in this section may be set by individual doctoral programs.

5. **Proposed revision with changes underlined and deletions indicated clearly using "strikethrough":**

7.1.2 Admission to a Doctoral program ~~will normally requires a Cumulative GPA of 3.33 (B+) from the Baccalaureate and Master's degree, to be calculated over the last 30 credit hours of graded academic coursework.~~ Additional entrance standards, such as GPA requirements, may be set by individual Doctoral programs.

~~Note: Higher entrance standards than those outlined in this section may be set by individual doctoral programs.~~

6. **Authorization:**

Program / Academic / Administrative Unit: Office of Research and Innovation

SCCC Reviewed: November 15, 2021

Faculty: N/A

Faculty Council Motion Number:

Faculty Council Approval Date:

Senate Committee on First Nations and Aboriginal Peoples Motion Number: N/A



Motion Number (assigned by SCS): _____

SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES (SCSB)

PROPOSED MOTION

Motion: That the new Terms and Conditions for the PETRONAS Nursing Award be approved.

Rationale: To activate the PETRONAS Nursing Award commencing the 2022-2023 Academic Year.

Proposed By: Tara Mayes, Development Officer – Donor Relations

Research & Innovation Contact: Tara Mayes, Development Officer – Donor Relations

Faculty/Academic Department: N/A

Indigenous Content: No (Determined by the Development Officer)

Date to SCSB: March 11, 2022

TO BE COMPLETED AFTER SCSB MEETING

Brief Summary of Committee Debate: .

Motion No.: SCSB202203232.03

Moved by: Zogas

Seconded by: Palmer

Committee Decision: CARRIED

Attachments: 1 Page

Approved by SCSB: March 23, 2022

Date

Chair's Signature

For Information of Senate & Board

AWARDS GUIDE INFORMATION:

Award Category: In-course

Award Name: PETRONAS Nursing Award

Awards Guide Description/Intent: PETRONAS Canada is one of the largest natural gas resource owners in the country. The company believes in investing in education and human capital development at all levels. PETRONAS Canada aims to create positive alliances where they operate by protecting and adding value to the well-being of employees, partners and communities. They continue to contribute to sustainable development through improving access to quality education and promoting learning opportunities so students can realize their career aspirations. This award has been established to support students in the UNBC Northern Baccalaureate Nursing Program which will benefit the community of Fort St. John and surrounding areas.

Donor: PETRONAS Canada

Value: \$5,000

Number: Two

Award Type: Award

Eligibility: Available to a full-time undergraduate student enrolled in the Northern Baccalaureate Nursing Program. First preference will be given to residents of Northeast BC including Fort St. John, Fort Nelson, Dawson Creek, Tumbler Ridge, Chetwynd, Pouce Coupe and Taylor.

Criteria: Satisfactory academic standing

Effective Date: Established 2022

Recipient Selection: Senate Committee on Scholarships and Bursaries on recommendation by the UNBC Awards Office



Motion Number (assigned by SCS): _____

SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES (SCSB)

PROPOSED MOTION

Motion: That the revised Terms and Conditions for the Computer Science Entrance Award be approved.

Rationale: To revise the Computer Science Entrance Award commencing the 2022-2023 Academic Year.

Proposed By: Tara Mayes, Development Officer – Donor Relations

Research & Innovation Contact: Tara Mayes, Development Officer – Donor Relations

Faculty/Academic Department: N/A

Indigenous Content: No (Determined by the Development Officer)

Date to SCSB: February 14, 2022

TO BE COMPLETED AFTER SCSB MEETING

Brief Summary of Committee Debate: .

Motion No.: SCSB20220323.04

Moved by: Palmer

Seconded by: Bankole

Committee Decision: CARRIED

Attachments: 1 page

Approved by SCSB: March 23, 2022

Date

Chair's Signature

For Information of Senate & Board

AWARDS GUIDE INFORMATION:

Award Category: Entrance ~~Awards~~

Award Name: Computer Science Entrance Award

Awards Guide Description/Intent: This award has been established to encourage and support talented students entering or transferring to undergraduate studies in Computer Science at UNBC.

Donor: UNBC ~~Department of~~ Computer Science Department

Value: \$1,000

Number: ~~Up to~~ Ten

Award Type: Award

Eligibility: Available to full or part-time undergraduate students ~~entering their first or second year level of studies in~~ who have either completed less than 60 credit hours in a Computer Science Program at UNBC, or who are transferring from another post-secondary institution into a Computer Science Program at UNBC ~~at any level of undergraduate studies~~. Applicants should include details on their experience, interest and performance in mathematics and/or computer science in their award application.

Criteria: Academic Proficiency ~~and with courses in mathematics and/or computer science.~~

Conditions: ~~The student must officially declare Computer Science as a major. Course enrollment for the year in which the award is held must be approved by the Chair of Computer Science or designate. The award can be held only once.~~

Application Instructions: ~~Complete the Online Awards Application, submit a letter outlining your experience, interest and performance in mathematics and/or computer science via awards@unbc.ca. Copies of any awards achieved may also be sent via awards@unbc.ca.~~

Note: Successful applicants cannot receive this award more than once.

Effective Date: Established 2007, revised 2022

Recipient Selection: ~~The Senate Committee on Scholarships and Bursaries, on recommendation of the Department of Computer Science. Subject to Available Funding.~~ Senate Committee on Scholarships and Bursaries on recommendation by the UNBC Awards Office



Motion Number (assigned by SCS): _____

SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES (SCSB)

PROPOSED MOTION

Motion: That the revised Terms and Conditions for the Northern Interior Cruising Committee Scholarship be approved.

Rationale: To revise the Northern Interior Cruising Committee Scholarship commencing the 2022-2023 Academic Year.

Proposed By: Tara Mayes, Development Officer – Donor Relations

Research & Innovation Contact: Tara Mayes, Development Officer – Donor Relations

Faculty/Academic Department: N/A

Indigenous Content: No (Determined by the Development Officer)

Date to SCSB: March 1, 2022

TO BE COMPLETED AFTER SCSB MEETING

Brief Summary of Committee Debate: .

Motion No.: SCSB20220323.05

Moved by: Zhou

Seconded by: Palmer

Committee Decision: CARRIED

Attachments: 1 Page

Approved by SCSB: March 23, 2022

Date

Chair's Signature

For Information of Senate & Board

AWARDS GUIDE INFORMATION:

Award Category: In-course

Award Name: Northern Interior Cruising Committee Scholarship

Awards Guide Description/Intent: The Northern Interior Cruising Committee (NICC) ~~has~~ is ~~made up of~~ members from ~~h~~industry, Ministry of Forests and ~~F~~forestry ~~C~~consultants. Their mandate is to promote a level of standards which is imperative to the proper collection and processing of timber cruiseing data. This data is used to determine the quality and quantity of the timber within a stand and provide key information for use in the timber appraisal process.

Donor: The Northern Interior Cruising Committee

Value: \$1,000

Number: One

Award Type: Scholarship

Eligibility: Available to a full-time student who has achieved strong academic and practical achievement in ~~Natural Resources Management~~ NREM 203. ~~The candidate must submit a brief essay demonstrating his/her commitment to forest mensuration by providing evidence of practical proficiency in cruising or related work (e.g. summer employment).~~

Criteria: Academic excellence

Application Instructions: ~~Submit a brief essay demonstrating your commitment to forest mensuration via awards@unbc.ca. Applicants should include details in their application on their commitment to forest mensuration~~

Note: ~~The College will review the applications and nominate the recipient.~~

Effective Date: Established 1997, revised 2022

Recipient Selection: Senate Committee on Scholarships and Bursaries on recommendation by the Faculty of ~~Natural Resources~~.Environment



Motion Number (assigned by SCS): _____

SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES (SCSB)

PROPOSED MOTION

Motion: That the SCSB 2021-2022 Annual Report be approved.

Rationale: The annual report is due to be submitted to Senate in April.

Proposed By: Linda Fehr, Coordinator – Awards & Financial Aid

External Relations Contact: N/A

Faculty / Academic Department: N/A

Date: March 15, 2022

TO BE COMPLETED AFTER SCSB MEETING

Brief Summary of Committee Debate: .

Motion No.: SCSB20220323.06

Moved by: Mayes

Seconded by: Bankole

Committee Decision: CARRIED

Attachments: 4 pages

Approved by SCSB: March 23, 2022

Date

Chair's Signature

For Information of Senate & Board

Senate Committee on Scholarships and Bursaries

Annual Report to Senate

March 23, 2022

OVERVIEW

Since the last annual report in March of 2021 the Senate Committee on Scholarships and Bursaries has met ten (10) times. During this time, and on behalf of Senate, the Committee has completed the following administrative tasks:

- Recommended to Senate the 2021/2022 general scholarships and bursaries fund expenditures
- Ratified nominations of 2021/2022 awards recipients
- Reviewed and approved thirty Terms and Conditions for newly established awards
- Approved twenty-two revisions to Terms and Conditions for existing awards
- Reviewed eleven student requests for scholarship deferrals/reinstatements

STATISTICAL SUMMARY – 2021/2022

Award Type	Number	Value
Donor-Directed	672	\$1,559,626.00
UNBC General Fund (not including waivers)	102	\$ 271,000.00
UNBC Scholars Waivers	102	\$ 440,418.84
Graduate Tuition Waivers	72	\$ 349,663.06
Athletic Tuition Waivers	32	\$ 228,788.41
Provincial/Youth in Care Tuition Waivers	12	\$ 51,345.38
School District 57 Waivers (matching)	1	\$ 1,000.00
Canada 150th Anniv. Intn'l Scholarship Waivers	13	\$ 26,000.00
Totals	*1006	\$2,927,841.69 **

* 11% **decrease** in number from 2020/2021

** 1% **decrease** in value from 2020/2021

Notes: 2021/2022 Decreases are largely attributed to: a) a reduction in the General Fund Budget; b) the discontinuation and/or reduction of some tuition waiver programs {Canada 150th Anniversary International Scholarship Waivers, Master's Tuition Waivers} and c) an increase in the number of award deferral requests and student withdrawals due to the COVID 19 pandemic/on-line instruction.

Student Data	Number	%	Notes
Self-declared Female Recipients	533	67%	
Self-declared Male Recipients	266	33%	
Self-declared Indigenous Recipients	71	8%	
International Recipients	150	18%	
Northern Residents	508	63%	
Undergraduate Entrance Recipients	108	13%	
General Awards Recipients	146	18%	(all student types)
In-Course Undergraduate Award Recipients	308	39%	
Graduate Award Recipients	216	27%	(UNBC-administered awards)
NMP/PT Award Recipients	21	3%	
Number of individual recipients	799	100%	(one or more awards)

Award Category	Number	Value	Median Value
Needs-based Awards	323	\$ 513,146.32	\$1,000
Merit-based Awards	683	\$2,414,295.37	\$2,500

NEW DONOR-NAMED AWARDS ESTABLISHED IN 2021/2022

Name of Award	Number	Value	Total
Allan & Susan MacDonald Athlete Award	5	1,000	5,000
Bonnie Walberg Memorial Award	1	2,000	2,000
Somani Family Equity, Diversity, and Inclusion Scholarship	1	1,100	1,100
Tajudduala Sadruddin Somani Award of Academic Excellence	1	1,000	1,000
Willows Bursary	1	1,000	1,000
Allan & Susan MacDonald OT/PT Award	5	1,000	5,000
Northern BC Nursing Scholarship	1	1,500	1,500
Yvette and Dollar Bock Health Scholarship	1	4,500	4,500
Pacific Blue Cross Health Services Award	1	1,000	1,000
Female Athletes in STEM Scholarship	1	500	500
Resource Connector North Bursary	1	1,000	1,000
Drs. Murray and Nowlan Physiotherapy Award	1	1,000	1,000
Gitxsan/Nisga'a Award	1	1,000	1,000
Michael P.F. Reed Bursary	1	1,500	1,500
Tajudduala Sadruddin Somani Equity, Diversity and Inclusion Award for Varsity Athletes	1	500	500
District of Houston Bursary	1	1,000	1,000
Vi Lambie Memorial Award	1	1,000	1,000
Native Northwest Reconciliation Award	1	1,000	1,000
Vivian Shaw Memorial Bursary	2	3,500	7,000
Judith Sandford Bursary	1	1,000	1,000
Sarah Hein Memorial Bursary	1	1,000	1,000
Glenda Brommeland Memorial Award	1	1,000	1,000
Miss Pacific Fisher Bursary	3	10,000	30,000
Pat McLeod Bursary	2	2,000	4,000

Pretivm Award	1	5,000	5,000
Pretivm Indigenous Award	1	8,500	8,500
Pretivm Women's Award	1	5,000	5,000
School of Engineering Bursary	12	Varies	40,000
School of Engineering Scholarship	12	Varies	40,000
Timberwolves Athletic Award	n/a	Varies	Varies
TOTALS	63	\$59,600	\$173,100

UNAWARDED DONOR-NAMED SCHOLARSHIPS AND BURSARIES 2020/2021

Name Of Award	Reason	Total Value	# Times Not Awarded (past Five Years including this year)
Aldyen Hamber Women's Studies Bursary	Program specific	\$1,500	3
Arne & Lesley Carlson Undergraduate Scholarship	Specific criteria	\$1,250	2
BC Association of Social Workers – Northern Branch Bursary	BSAW membership proof no provided	\$1,500	1
BC Hydro Environmental Studies Bursary – 2 of 3	Specific criteria	\$4,000	1
Bill Reid Award	Specific criteria	\$7,500	2
Coastal GasLink Indigenous Community Development Award - 4 of 10	Region specific criteria	\$12,000	2
Doug Floyd Memorial Scholarship for Graduates – 1 of 2	Program specific	\$3,000	1
Dr. Alfred Joseph Award	Region specific criteria	\$500	1
Geoffrey R. Weller Scholarship	No study abroad students in 2021/2022	\$1,750	1
George W. Baldwin QC Graduate Scholarship	Program specific	\$4,000	3
HSJ Lawyers LLP Scholarship	Course specific criteria	\$2,000	4
Nechako Chapter No. 40 – Order of the Eastern Star Bursary	Affiliation specific	\$900	2
Nordic Sport Leadership Award	Affiliation specific	\$2,000	2
Northern Nations Community Award	Program specific	\$2,500	2
Prkachin Award to Support Advanced Study in Psychology	Program Specific	\$1,250	3
Ricci Dalton Award (2)	Specific criteria	\$1,000	2

S.M. Blair Family Foundation Scholarship (2)	No applicants (Science Fairs)	\$4,000	2
Simons Foundation International Scholarship	No study abroad in 2021/2022	\$2,000	2
Sophie Thomas Bursary	Donor did not nominate	\$1,000	3
Tom Dennett Memorial Scholarship	Specific Criteria	\$1,000	4
Canfor Annual Award (1 of 4)	No eligible applicants	\$3,500	3
William Wilfred Kordyban Memorial Award for Cancer Service	Program Specific, specific volunteer experience	\$3,500	1
Totals	29 awards*	\$61,650**	

*Percentage of *number* of available awards not awarded in 2021/2022: 2.7%

**Percentage of *value* of available awards not awarded in 2020/2021: 2%