

SENATE MEETING OPEN SESSION MINUTES

April 26, 2023

3:30 – 5:00 PM

Senate Chambers/Zoom

Present: R. Camp II, J. Chavez Suazo, L. Chen, A. Constantin, B. Deo, D. Desai, B. Durau, K. Fredj, T. Fyfe, M. Gehloff, N. Hanlon, L. Haslett, J. Holler (non-voting), H. Kazemian, J. King, T. Klassen-Ross, A. Kranz, K. Lewis, A. Litt (non-voting), K. Long, D. Nyce, B. Owen (non-voting), A. Parent (Recording Secretary), A. Palmer, G. Payne (Chair), G. Pierre, K. Read (Interim Secretary of Senate), K. Rennie, D. Roberts, R. Robinson, W. Rodgers, R. Schiff, R. Somani (non-voting), K. Stathers, F. Tong, E. Ukut, C. Walsh, T. Whitcombe, J. Zhou, S. Zogas (Vice-Chair),

Regrets: J. Allen, S. Akram, J. Bankole, R. Budde, L. Daukas, T. Fuson (non-voting), C. Ho Younghusband, C. Hofsink, D. McIntosh, N. Shah, E. Wilson, P. Winwood (non-voting),

The meeting commenced at 3:33 p.m.

The Chair reported one vacancy for a Faculty Member at Large and one vacancy for a Student from the Faculty of Environment.

The welcomed New Senators and returning Senators; Julius Bankole, Christine Ho Younghusband, Rheanna Robinson, Fei Tong, Balbinder Deo, Hossein Kazemian Kim Stathers, Lukas Dauksas and Ekpeno Ukut.

Calls for Nominations for Student Representative Positions (term of office, September 1, 2023, to August 21, 2024) remain open until filled.

1.0 Acknowledgement of Territory

The Chair acknowledged that he is joining the meeting from the traditional territory of many nations including the Mississaugas of the Credit, the Anishnabeg, the Chippewa, the Haudenosaunee and the Wendat peoples and is now home to many diverse First Nations, Inuit and Métis peoples. He acknowledged that the UNBC Senate Chambers at the Prince George campus is on the traditional territory of the Lheidli T'enneh and that UNBC is situated in many first nations and Indigenous communities throughout the North. She

2.0 S-202304.01 Approval of the Agenda

Rennie

That the agenda for the April 26, 2023, Open Session of Senate be approved as presented.

CARRIED

3.0 Presentation:

3.1 Accessibility Ambassadors Initiative

Dr. Rheanna Robinson, Assistant Professor, Faculty of Indigenous Studies, Social Sciences and Humanities

Dr. Mark Groulx, Associate Professor, School of Planning and Sustainability

Presentation on Moving Forward for a Barrier Free UNBC attached as Appendix I.

4.0 Approval of the Minutes

S-202304.02

Approval of the Minutes

Whitcombe

That the Minutes for the March 22, 2023, Open Session of Senate be approved as presented.

CARRIED

5.0 Business Arising

The President reported on an action item from the last Senate, which was to ensure all the feedback about the draft Hiring Equity Policy and draft Intentional Diversity Hire Policy was received and brought forward to the Board for consideration. The President indicated that feedback was received, and minor changes made. All feedback was addressed and discussed with the Governance and Human Resources Committee of the Board.

6.0 President's Report

Payne

The President reported on the search and job description for the Associate Vice President, Indigenous and the search for the Vice President, Research and Innovation.

The President reported on a presentation he gave focusing on supporting Indigenous students on campus and in housing. He reported on the work of the Regional Advisory Committee in Prince Rupert, Terrace, Quesnel, and Fort St. John and the recent Post-Secondary Board Governance Workshop. All working to support our mission and mandate.

The President reported on the recent policies and procedures that we approved at the March Board meeting including the Academic Vice-Presidents and Other Senior Administrators Selection and Review Procedures as well as the Hiring Equity Policy and the Intentional Diversity Hire Policy. Feedback from the Travel and Business Expense Policy has been received and it will be moving forward for approval in May.

The President reported on the Strategic Plan. Final feedback is being received and working groups are being formed.

The President reported on the May 26 Convocation.

7.0 Report of the Provost

Rodgers

The Provost reported on her work with the Regional Advisory Committee and other initiatives of her office, including the digital engagement committee and the International Office. The Provost reported on the Search for the Dean, Faculty Environment which is now in the confidential phase.

Senator Hanlon asked if there were any plans to develop policies or procedures for the use of AI software at UNBC and in academia. The President and Provost replied, reporting that this discussion was held at Steering Committee and the committee had discussed adding this as a discussion item for Senate on the May agenda. The Provost reported that with the help of the Centre for Teaching, Learning and Technology discussions have opened across campus on this topic and presentations have been hosted. The Registrar reported that her office has seen an increase in academic misconduct reports that specifically reference the use of AI and there is concern from students that these misconducts are not being consistently applied across the institution.

8.0 Report of the Registrar

Read

The Registrar reported on Fall admissions, including undergraduate and graduate admissions. Due to a large increase in volume the Office is behind in processing graduate admissions. The Registrar and the Associate Registrar, Graduate are in the process of planning for next year to mitigate the challenges that they have had this year through training, staffing, sought out consultation and an audit scheduled for the summer.

The Registrar reported on the Registrar Services team reported. The schedule has been posted and registration will open on May 8. The team is finalizing transcripts and working on graduation audits in preparation for approval by the Senate and Convocation.

The Registrar reported on Convocation.

The Registrar reported on enrollment for the Spring/summer semesters.

The Registrar reported on the BC Registrar conference.

9.1 Question Period

9.1 Written questions submitted in advance

One question submitted in advance from Senator Huber was moved in the agenda under the Steering Committee of Senate report 9(item 11.3.1).

9.2 Questions from the floor

Senator Klassen-Ross asked about the missed exam policy. The policy is not clear and with an increase in students looking for make-up exams, there is an increase in workload. The Registrar reported that it is in the authority of the instructor. Provost Rodgers asked that the question be sent to her in writing so that she may investigate the matter and provide a more fulsome response.

10.0 Approval of Motions on the Consent Agenda

Payne

S-202304.03

Approval of Motions on the Consent Agenda

Deo

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

CARRIED

11.0 Committee Reports

11.1 Senate Committee on Student Appeals

Klassen-Ross

No report.

11.2 Senate Committee on Academic Affairs

Rodgers

For Approval:

Items S-202304-05 -.08 were moved as an omnibus motion,

S-202304.05

New Course Approval – CIVE 441 – 3: Bridge Engineering

Zogas

That, on the recommendation for the Senate Committee on Academic Affairs, the new course CIVE 441-3 Bridge Engineering be approved as follows:

Effective date: September 2023

CARRIED

This course introduces engineering principles and their applications to bridge engineering problems. Topics include overview and history of bridges, bridge types and components, design considerations, structural modelling and analysis, and design of substructure and superstructure.

Prerequisites: CIVE 340, CIVE 341

S-202304.06

New Course Approval – ENGR 498 – 1-6: Engineering Special Topics

Zogas

That, on the recommendation for the Senate Committee on Academic Affairs, the new course ENGR 498-1-6 Engineering Special Topics be approved as follows:

Effective date: September 2023

CARRIED

The intent of this course is to provide an offering of topics that either reflect recent change in engineering, or provide supplementary material in specific topics or skills. Consequently, the topic and availability of this course varies. The course may be retaken any number of times by permission of the Chair, provided all topics are distinct.

Prerequisites: Permission of the Chair

S-202304.07

New Course Approval – ENGR 606 – 3: Environmental Modelling

Zogas

That, on the recommendation for the Senate Committee on Academic Affairs, the new course ENGR 606-3 Environmental Modelling be approved as follows:

Effective date: September 2023

CARRIED

This advanced course provides an understanding of the physical, chemical, and biological processes that govern contaminant transport and fate in environmental media. Topics include modelling fundamentals; mass transport in aquatic ecosystems; and mathematical modelling of a wide variety of contamination issues, such as lake eutrophication, river water quality, groundwater contamination, atmospheric deposition, and climate change. Laboratory exercises complement lecture topics and focus on the development of computer-based modelling skills.

Preclusions: ENVE 406-3, ENSC 406-3, ENSC 607-3

S-202304.08

New Course Approval – ENGR 641 – 3: Bridge Engineering

Zogas

That, on the recommendation for the Senate Committee on Academic Affairs, the new course ENGR 641-3 Bridge Engineering be approved as follows:

Effective date: September 2023

CARRIED

This course introduces engineering principles and their applications to bridge engineering problems. Topics include overview and history of bridges, bridge types and components, design considerations, structural modelling and analysis, design of substructure and superstructure, bridge aesthetics, and seismic analysis and retrofit of bridges.

Prerequisites: CIVE 340, CIVE341

Preclusions: CIVE 441

S-202304.09

Change(s) to Degree Requirements – Environmental Engineering

Deo

That, on the recommendation for the Senate Committee on Academic Affairs, the changes to the degree requirements for Environmental Engineering, on page 108 of the 2022/2023 undergraduate calendar, be approved as proposed:

Effective date: September 2023

CARRIED

S-202304.10

Change(s) to Admission Requirements – Northern Baccalaureate Nursing Program (NBNP)

Deo

That, on the recommendation for the Senate Committee on Academic Affairs, the changes to the Northern Baccalaureate Nursing Program regulations and Admission Requirements, on pages 174-175 of the 2022/2023 undergraduate calendar, be approved as proposed:

Effective date: September 2023

CARRIED

S-202304.11

Change(s) to Qualification for Degree or Certificate – School of Nursing

Deo

That, on the recommendation for the Senate Committee on Academic Affairs, the change to the Qualification for Degree or Certificate section of the School of Nursing, on page 171 of the 2022-2023 PDF undergraduate calendar, be approved as proposed:

Effective date: September 2023

CARRIED

11.3 Steering Committee of Senate

Payne

11.3.1 Correspondence from Dr. Annie Booth, submitted by Senator Huber

The question below was received as a question in advance. It was an operational question that will be addressed with the Secretary of the Committee (the Registrar) and the Chair of SCCC.

Regarding the SCCC: theoretically the committee is meant to create consistency within the calendar. However, at times the current SCCC revises material that was previously revised by a previous iteration of the SCCC. It seems that when SCCC membership changes, the new group will often end up rewriting previous calendar entries depending on the new SCCC's philosophy.

11.4 Senate Committee on Nominations

Zogas

Regular

S-202304.12

Recommendation of Senate Committee Members to Senate

Whitcombe

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: March 22, 2023

CARRIED

For Approval Items:

SENATE COMMITTEE POSITION TO BE FILLED

(except as otherwise noted, all terms begin immediately)

CANDIDATE

Steering Committee of Senate

Faculty Senator (03/31/2026)

Faculty Senator (03/31/2026)

Julius Bankole

Christine Ho Younghusband

Senate Committee on Curriculum and Calendar

Faculty Senator (03/31/2026)
 Faculty Member (03/31/2026)

Kim Stathers
 George Jones

Senate Committee on Admissions and Degrees

Faculty Member (03/31/2026)
 Faculty Member – Professional Program (03/31/2026)

Fei Tong
 Ngoc Huynh

Senate Committee on Academic Affairs

Faculty Senator (03/31/2026)

Fei Tong

Senate Committee on Indigenous Initiatives

Faculty Member (03/31/2026)

Rheanna Robinson

Senate Committee on Scholarships and Bursaries

Faculty Senator (03/31/2026)
 Faculty Senator (03/31/2026)

Julius Bankole
 Kim Stathers

Senate Committee on Student Appeals

Faculty Member (Senator) (03/31/2026)
 Faculty Member (Senator) (03/31/2026)
 Graduate Student Senator (08/31/2023)

Julius Bankole
 Catharine Schiller
 Ekpeno Ukut

For Information Items:**Senate Committee Vacancies**

COMMITTEE	POSITION	TERM EXPIRY DATE
SCS	Lay Senator	03/31/2024
SCN	Faculty Senator	03/31/2026
	Lay Senator	03/31/2024
SCCC	Student Senator	08/31/2023
SCAAf	Faculty Member	03/31/2026
	Graduate Student	08/31/2023
SCSB	Undergraduate Student	08/31/2023
SCUB	Graduate Student	08/31/2023
	Undergraduate Student	08/31/2023
SCA	Graduate Student Senator	08/31/2023

11.5 Senate Committee on Curriculum and Calendar**Stathers****11.6 Senate Committee on Admissions and Degrees****Read****S-202304.13****Change(s) to Admission Requirements – Bachelor of Applied Sciences**

Haslett

That, on the recommendation of the Senate Committee on Admission and Degrees, the change(s) to the admission requirements for the Bachelor of Applied Sciences Joint UNBC/UBC program be approved as proposed.

Effective date: September 2023**CARRIED**

	Major	1	2	3	4	5	Other
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Applied Science 75% Average	UNBC/UBC Joint Environmental Engineering	English Studies 12 or English First Peoples 12	Pre- calculus 12 (67%)	Anatomy & Physiology 12 or <u>Approved Academic Grade 12 Science Course*</u> Chemistry 12 or (Recommended: Physics 12**) or Applied Physics 12	Anatomy & Physiology 12 or Chemistry 12 or Physics 12 or Applied Physics 12 <u>Approved Academic Grade 12 Science Course*</u>	Fifth Course	Requirements Physics 12 or Applied Physics 12; Chemistry 11

....

*Approved Academic Grade 12 Science courses may include, but are not limited to, the following courses:

Anatomy and Physiology 12, Biology 12, Calculus 12, Chemistry 12, Computer Science 12, Environmental Science 12, Geology 12, Physical Geography 12, and Physics 12. Students are encouraged to take Chemistry 12 and Physics 12 as a part of their approved Grade 12 courses.

**For students who are missing required prerequisite courses for programs that may require Pre-calculus 12, Physics 11, or Physics 12: please note that UNBC offers some degree pathways that allow you to take courses that meet the prerequisite requirements through additional courses. These pathways A degree may require more time to complete through these pathways your degree than if you have these prerequisites. Check with sStudent aAdvising to find out course equivalent or upgrading options that are available to you while enrolled at UNBC.

S-202304.14

Change(s) to Pre-Admission Courses – Northern Baccalaureate Nursing Program (NBNP)

Whitcombe

That, on the recommendation of the Senate Committee on Admission and Degrees, the changes to the Northern Baccalaureate Nursing Program Required Pre-Admission Courses, on page 175 of the 2022/2023 undergraduate calendar, be approved as proposed.

Effective date: July 4 September, 2023

CARRIED as amended

Required Pre-Admission Courses

Students must have a minimum grade of B- in the following university-level courses. Students may not use a course in more than one category to satisfy the requirements:

- Human Anatomy and Physiology (6 credits; lab components highly recommended); ~~which must include a laboratory component~~;
- Microbiology (3 credits);
- Statistics (3 credits);

- Social Sciences (3 credits);
- English (3 credits);
- Indigenous Studies (3 credits);
- Psychology (3 credits).

Note: Microbiology, and Human Anatomy and Physiology and Microbiology courses must be completed within five years prior to the semester of admission. All other courses must normally be completed within 10 years prior to the semester of admission.

S-202304.15

Change(s) to Graduate Admission Requirements – General Admission Requirements

That, on the recommendation of the Senate Committee on Admission and Degrees, the change to graduate admission requirements on page 23 in the 2022/2023 print or PDF calendar accessible on the UNBC web page be approved as proposed.

Effective date: September 2023

Applicants who have been ~~offered admission~~ admitted to a graduate program must indicate, ~~in writing,~~ their intention to accept or decline the an offer of admission within 30 days. Failure to ~~notify the University accept an offer~~ may result in admission being rescinded. ~~cancellation of the offer of admission.~~

~~In order to~~ To be considered for admission to Graduate Programs, all applicants must provide the following to the submit a complete application to the Office of the Registrar by the application deadline (<https://www.unbc.ca/admissions/graduate/graduate-application-intakes-and-deadlines>), ~~deadlines noted above:~~

Full details on application requirements can be found on our website:

<https://www.unbc.ca/admissions/graduate/graduate-application-requirements>

- ~~— An application for admission to Graduate Programs.~~
- ~~— Respective application fee(s).~~
- ~~— Three assessment reports (letters of reference) submitted directly to UNBC from the referees.~~
- ~~— Official transcripts (one copy) from all post-secondary institutions attended.~~
- ~~— Statement of Academic Interests (letter of intent).~~
- ~~— Official English Language Test Scores (required for applicants whose first language is NOT English) sent directly to UNBC from the testing agencies.~~

~~Individual programs may require the submission of additional application material in order for an application to be considered.~~

S-202304.16

Change(s) to Graduate Admission Requirements – Admission to Master's Degrees

That, on the recommendation of the Senate Committee on Admission and Degrees, the change to graduate admission requirements on page 24 in the 2022/2023 graduate calendar accessible on the UNBC web page be approved as proposed.

Effective date: September 2023

1.3 Admission to Master's Degrees

1.3.1 In general, applicants to a Master's degree program must hold a four-year Baccalaureate

degree (or equivalent) from a recognized institution, ~~with a Cumulative GPA equivalent to at least 3.00 (B) at UNBC.~~

Domestic applicants are normally required to have a minimum overall average of 3.00 (B) for third- and fourth-year courses, on the last 60 credits completed

Specific minimum admission requirements for graduates with credentials completed at an institution outside of Canada are determined by country and are listed on the Graduate Admission website: www.unbc.ca/apply/graduate/international-admission-requirements.

Higher entrance standards or different GPA requirements than those outlined in this section may be set by individual programs and, where defined, can be found in the program calendar entry or on the Graduate Admissions website: www.unbc.ca/admissions/graduate.

S-202304.17

Change(s) to Graduate Admission Requirements – Graduate Exceptional Admission

Haslett

That, on the recommendation of the Senate Committee on Admission and Degrees, the changes to the admission requirements on page 24 in the 2022/2023 graduate calendar accessible on the UNBC web page be approved as proposed.

Effective date: September 2023

CARRIED

Senator Deo asked about the standard. Associate Registrar Mitchell Nielsen responded that the purpose of these changes are to make the decision of the whether a student returns to a program with the academic program and ensures that academic integrity is maintained. Our existing policy is prohibited in allowing students to return and promotes success.

1.3.3 A program may recommend admission for an applicant who has a four-year Baccalaureate degree (or equivalent) who does not meet the minimum GPA requirement for the program if the applicant demonstrates sufficient relevant experience and expertise to offset GPA deficiencies. ~~Exceptional admission must have approval by the Dean.~~

1.4 Admission to the Master's Degree as a Conditionally Admitted Mature Student

Five years after completion of a Baccalaureate degree as defined in 1.3.1, applicants whose academic record is such that they would not be admissible to a Master's program may be admitted conditionally as mature students, provided they are recommended by the appropriate program. ~~Such recommendations must be made in writing by the Program and approved by the Dean.~~

The minimum ~~grade point average~~ GPA for admission to a Master's program as a conditionally admitted mature student is 2.67 (B-) or equivalent.

A student conditionally admitted to a graduate program must earn a grade of at least 3.00 (B) in each of the first two 3 credit hour graduate courses taken ~~in order to continue~~ in the Master's degree program.

Students admitted in this category normally will not receive transfer credit for any courses completed prior to enrolling in their Graduate Program.

S-202304.18

Change(s) to Graduate Admission Requirements – Reinstatement

Zhou

That, on the recommendation of the Senate Committee on Admission and Degrees, the changes to the graduate admission requirements on page 25 in the 2022/2023 graduate calendar accessible on the UNBC web page be approved as proposed.

Effective date: September 2023

CARRIED

2.2.3 Reinstatement Students who have withdrawn ~~with permission~~ from their graduate program and later wish to return must apply to be reinstated to their program. Reinstatement requires the support of the supervisor (where assigned) and program chair.

Students who have exceeded the time limit to complete their degree (inclusive of time away from their graduate program) may be reinstated with the support of the program following a review of previously completed coursework and the current calendar requirements for degree completion. Accepting previously completed courses for credit towards the degree where the time limit has expired is at the discretion of the program. Additional, repeated, or supplemental coursework may be required.

Students who were required to withdraw are not eligible for reinstatement.

The procedure for reinstatement is available on the Graduate Administration website, including deadlines and applicable fees.

~~an only do so if, inclusive of their time away from their graduate program, they have not exceeded the time limit applicable to their graduate program (See Regulation 7.7); and have supervisory support for reinstatement.~~

~~Students who have not exceeded the time limit must do the following:~~

- ~~a. Submit a new Application for Admission to Graduate Programs Form and pay the reapplication fee~~
- ~~b. Provide a letter to UNBC Graduate Admissions in the Office of the Registrar stating their rationale for wishing to return to their graduate program~~
- ~~c. Provide proof of supervisory support for their reinstatement~~

~~Students who have registered at another university or college since last in attendance at the University of Northern British Columbia are required to state the names of all educational institutions of post-secondary level attended and to submit an official transcript of their academic records at these institutions to the Office of the Registrar.~~

~~Students who have exceeded the time limit period or who have been withdrawn without permission please see section 2.2.4 (Reapplication).~~

2.2.4 Reapplication ~~Students who have either a) been withdrawn without permission or b) whose time limit has expired must re-apply to UNBC as new applicants and pay the reapplication fee. If admitted, students must start anew; normal program requirements apply,~~

~~including time limitations regardless of previously completed coursework accepted (see 4.2.1) and minimum tuition fee units.~~

11.7 Senate Committee on Indigenous Initiatives

Payne

President Payne reported that the committee discussed the job description for the Associate Vice President, Indigenization, approved and discussed some new awards/scholarships, had a discussion on Indigenous Identity, self-identification, and verification, received an update on the Aboriginal Service Plan and an update on the Centre for Indigenous Studies'

11.8 Senate Committee on Honorary Degrees and Special Forms of Recognition

Payne

11.8.1 Changes to the Professor Emeriti awards presented at the Faculty Recognition Event.

The President reported that Faculty who have been approved by Senate for the title of Professor Emeriti will be recognized along with the Faculty University Excellence Awards at the Faculty Recognition Event on May 16, 2023. This special occasion will be an opportunity to honour faculty members who have given exceptional service to the university and to the larger academic community.

11.9 Senate Committee on Scholarships and Bursaries

Lewis

S-202304.19

2022-2023 Senate Committee on Scholarships and Bursaries Annual Report

Whitcombe

That, on the recommendation of the Senate Committee on Scholarships and Bursaries, the 2022-2023 SCSB Annual Report be approved.

Effective date: April 26, 2023

CARRIED

Senator Deo asked why there were only 2 SD 57 waivers. Vice President Lewis said that she would follow up.

11.10 Senate Committee on University Budget

Gehloff

No report.

12.0 Information

12.1 UNBC Land Trust

Rahim Somani, Vice-President, Finance and Administration
Christie Ray, Senior Advisor Business Development

Presentation attached as Appendix II

a. UNBC Land Trust Vision – Design Principles and Development Area

MOTION: 2023BC01.27.03 (M. Reed/G. Stewart) *Approved in Board Closed Session January 2023*
That the UNBC Board of Governors approves the UNBC Land Trust design as amended.
CARRIED

Principles:

1. **Indigenous Collaboration** - Indigenous communities of Northern BC, with Lheidli T'enneh in a place of honor, should inform the design process and be included through the development and implementation of the Land Trust vision.

2. **Net-Positive Approach** - There should be an ambition to achieve net-positive systems (energy, waste, water etc.).

3. Natural Systems Embraced - Natural systems are what make UNBC's location special. The Land Trust should showcase the setting that gives UNBC its identity.

4. Lifecycle Value Over Short-Term Value - Land development should provide sustained revenue generation in order to create long term value for UNBC over the life cycle of the Land Trust.

5. Northern Ethos - Development should be a model for community wellbeing and sustainability that reflects the ethos of resilience, collaboration, and diversity present in northern communities.

6. Community Magnetism - Make UNBC a year-round community with social and commercial amenities that both enrich the campus community and become a magnet for Prince George.

7. Leading by Demonstration - The Land Trust should be developed in a way that advances and showcases UNBC's areas of research and innovation.

8. Alignment and Support for UNBC's Mission and Values - As a foundational principle of creating the Land Trust, alignment and support of UNBC's Mission and Values must inform the Land Trust's conceptual direction.

13.0 Other Business - None

14.0 S-202304.20

Move to the Closed Session

Whitcombe

That the meeting move to Close Session.

CARRIED

15.0 S-202304.25

Adjournment

General Consent

That the Senate meeting be adjourned.

CARRIED

The meeting was adjourned at 5:17 p.m.