

**SENATE MEETING  
PUBLIC SESSION  
MINUTES**

March 9, 2005  
3:30 – 5:30 PM

Room 7-172 Bentley Centre - Prince George Campus

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**Present:**

K. Beeler, T. Binnema, M. Blouw, C. Brown, H. Brunt (Vice-Chair), J. DeGrace, D. Ditto, A. Espiritu, A. Fredeen, D. Hemingway, A. Hussein, K. Hutchings, C. Jago (Chair), J. Kennedy-Pannett, E. Kinghorn (teleconference), Z. Le Fevre, M. Mandy, B. McGill, B. Milakovic, B. Morrison, B. Muir, K. Naziripour, D. Nyce, C. Opio, J. Randall, E. Rapaport, S. Scholefield, D. Small, B. Tait, S. Wilson, N. Zutz, C. Myers (Recording Secretary)

**Regrets:**

B. Anderson, S. Beeler, R. Berthiaume, S. Cochran, E. Jensen, B. Malcolm, R. Matheson, P. Montgomery, A. Nussbaumer, K. Penner, D. Procter, F. Rahemtulla, B. Simard

**Non-voting members present:**

S. McIntyre (Chair, Senate Committee on Scholarships and Bursaries)  
J. Matthews (Chair, SCAPP and SCRGS Subcommittee on Curriculum and Calendar)

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The meeting commenced at 3:32 p.m.

**1.0 S-200503.01**

**Approval of the Agenda  
Mandy / Tait**

That the Agenda for the March 9, 2005 Public Session of Senate be approved as presented.  
CARRIED.

**2.0 S-200503.02**

**Approval of the Minutes of the February 9, 2005 Public Session  
Opio / Hutchings**

That the Minutes of the Public Session of Senate of February 9, 2005 be approved as presented.  
CARRIED.

**3.0 Business Arising from Previous Meetings of Senate**

There was no business arising.

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## **4.0 President's Report**

### **4.1 Introduction of New Senator**

The Chair introduced and welcomed new student Senator Zoë Le Fevre.

### **4.2 Capital Expansion Report**

President Jago put on a PowerPoint presentation related to the Five Year Capital Plan. He prefaced the presentation by indicating that, although capital plans are under the authority of the Board of Governors, the University Act provides that the input of Senate may be sought. The Chair added that the Five Year Capital Plan had been approved by the Board in 2003, and that the recommendations of the plan had been implemented quite rapidly.

The Plan was brought to Senate to provide awareness of the recommendations in the Plan and the status of implementation of those recommendations. The following points were highlighted during the presentation:

#### Teaching and Learning Building (Recommendation 1)

Funding in the amount of \$29M for the Teaching and Learning Building, to be connected to the Teaching Laboratory Extension, has already been announced. The planning of the building, in conjunction with the Programs to be housed in the building, is moving along quickly.

#### Northern Sport Centre (Recommendation 2)

This facility is a high priority for the University, and the planning committee has the building concept, location, and business plan in place. Despite a funding shortfall on which the University is currently working, the President indicated that he believes there is at least a tentative commitment for funding from the government, and added that the University is moving ahead fairly quickly and hopes that an announcement in this regard will be forthcoming within the next month or so. The Chair added that the Northern Sport Centre would be located at the south end of the campus when entering off Tyner Boulevard, which was the area being looked at for development for recreational purposes and, possibly, new student housing.

#### Expansion of the Central Power Plant (Recommendation 3)

The Chair identified that, because buildings on campus cannot be expanded without the expansion of the Central Power Plant, this project is currently underway. The University, through the Annual Capital Allowance, has the capital to proceed with this project, which should be completed within the next four to six months.

#### Geoffrey R. Weller Library Renovations (Recommendation 4)

The government recently announced funding for the Library renovations, which have already begun. Very detailed planning has been done for the renovations, and the main floor of the Library will become a "learning commons" and library service area. Once faculty offices are moved from the top floor of the Library to the new Teaching and Learning Building, that space will be reintegrated into the Library for library functions. The Chair added that this project was long overdue, and that it was gratifying to see it finally moving ahead.

#### Northern Undergraduate Students' Society Union Building (Recommendation 5)

The University has worked very closely with NUGSS over the past year on the development of this building. Preliminary planning and costing is complete, but there is no government support, nor any indication of government support forthcoming, for the initiative. The University is nevertheless proceeding as far as possible, and the hope is to move ahead with the initiative within the next year to two years.

#### Additional Residences (Recommendation 6)

The University has been approached by at least one company interested in participating in this project, and the hope is that this recommendation can be addressed over the next six months.

#### Botanical Garden (Recommendation 8)

The Chair indicated that the University was still working with the David Douglas Botanical Society on achieving this recommendation, but that this is a longer-term goal.

#### Campus Expansion in Terrace and Fort St. John (Recommendation 10)

The Chair indicated that the University is currently in discussions, particularly with the City of Fort St. John on expanded campus facilities in that city. There are rental facilities in Terrace, and the University is running out of space there, so that will also have to be discussed.

#### Research and Development Park (Recommendation 7)

This initiative cannot be proceeded with at this stage, although alternative arrangements are being investigated.

#### Hockey Rink (Recommendation 9)

This initiative is not being actively pursued at this point.

President Jago indicated that the land within the Ring Road had been identified and set aside for future academic buildings, so that within the Ring Road would be the academic core of the University. This is one of the reasons for the Northern Sport Centre being relocated outside the Ring Road area. He added that the University had been advised to look into the possibility of acquiring some privately-owned lands which are adjacent to the University.

Some outstanding issues recommended by the planning committee were addressed by the Chair, including the following:

- As the University expands, Programs are becoming divided by discipline, which is contrary to the original notion underlying the organization of UNBC but has resulted as a consequence of growth. He added that the planning committee suggested that this issue be addressed so that the University doesn't become segmented.
- A question was raised by the planning committee as to how large the Prince George campus should become. It was further questioned whether, once the campus had been fully developed, focus should be placed on the development of the Regional campuses. This question was not answered by the planning committee, but referred back to the University community for further discussion.

President Jago discussed the "Future Campus Plan" map, pointing out the location of the proposed Teaching and Learning Building, which would create a sort of "Health Sciences Complex" on the north end of the Campus, where an area had also been set aside for the future expansion of the Dr Donald Rix Northern Health Science Centre. The Chair also identified the area which was set aside for athletics facilities on campus, as well as housing, which could become an "Athletes' Village," for example, in time. He also pointed out the private lands, and blocks representing future expansion of academic buildings on campus. The Chair concluded that, within a brief period of time, the north end of the campus had become fully occupied, and although he was pleased that this had been accomplished, it had created consequences which the planning committee believed needed to be addressed.

The Chair discussed the Teaching and Learning Building, stating that it would include extensive space set aside for graduate students, including offices and a lounge, which would hopefully create a culture for graduate students, which had been a primary goal in the planning of that building.

In conclusion, the Chair remarked that, by 2005, the University was well on its way to implementing this plan, and that a new plan would be released next year, which he speculated should spark much discussion from the University community about how the campus should operate. The Chair then invited questions.

Senator Mandy questioned what the plans were for meeting rooms in the Teaching and Learning Building, as there was only one small room set aside for meeting space in the Teaching Lab. President Jago responded that S. Cochran would better be able to answer Senator Mandy's question, and that he would bring a response back to Senator Mandy at the next Senate meeting.

**Action: C. Myers to request that S. Cochran respond to Senator Mandy's question.**

The Chair added that in the Lab Building, more meeting space had been planned in the original design, some of which had been squeezed out for financial reasons, which was one reason for the creation of the Bentley Centre and the social space within that area. Senator Mandy asked if anything would prevent the meeting space from being removed from the new building, and the Chair replied that, with the funding for the new building now secured, and the planning process with the current government changed substantially from that of the previous government, the University had more freedom over planning. The Chair added that, with the addition of the new building and the office space it will bring, the hope is that space currently used for offices could be reverted to meeting space.

Senator Rapaport suggested that the Northern Sport Centre should be built in the area currently set aside for parking lot space. Dr. Jago responded that, because the Northern Sport Centre would be built for the use of the community beyond UNBC, it was extremely important to have it visible to the road and accessible to the community without having to drive through campus. The Chair added that Senator Rapaport's questions had been debated extensively by the planning committee.

Senator Binnema queried whether there was a group to whom comments could be addressed, and the Chair encouraged anyone with comments to direct them to himself, and that he would forward comments to the planning committee, which would be re-struck within the next several months.

Senator Mandy questioned the status of the privately-held lands, and the President responded that the University was currently in discussions in this regard.

Finally, Senator K. Beeler asked where comments regarding expansion of facilities which are not currently mentioned in the Campus Plan could be directed. The Chair responded that he would invite Senators to forward, to himself, comments which might be useful for purposes of shaping the terms of reference for the new committee.

#### **4.3 Senate meeting dates for 2005 / 2006 Academic Year**

The Chair indicated that the upcoming Senate meeting dates were provided for information.

#### **5.0 Report of the Vice-President (Academic) and Provost**

##### **5.1 Self-Accrediting Status for Master's Programs**

Dr. H. Brunt provided detail with regard to a letter received from the Ministry of Advanced Education, which permitted approval for new Master's programs to be granted by the Ministry rather than the Degree Quality Assessment Board, which he held would result in more timely planning on graduate programs. He added that the MBA program was currently before the Minister for approval.

Dr. Brunt also made reference to some issues currently being addressed, including the academic visioning initiative, course scheduling changes, and the program review process which had been put in place to assist Programs facing external reviews. He added that information related to the last two issues would be brought before Senate within the near future.

Senator Hutchings questioned whether the self-accrediting status for Master's Programs would have implications for the information required on motion forms for the Senate Committee on Research and Graduate Studies, specifically the category for external program experts who would peer review the application.

Dean Tait replied that the University agreed to provide this information for internal quality control purposes in order to obtain self-accrediting status.

## **6.0 Question Period**

No questions were posed.

## **7.0 Committee Reports:**

### **7.1 Senate Committee on Academic Policy and Planning**

#### **S-200503.03**

#### **Changes to Academic Regulation 3 of Undergraduate Calendar—Breadth Requirements**

#### **Brunt / Mandy**

That the statement "Students admitted with 45 or more transfer credits are exempt from this requirement" be deleted from Academic Regulation 3 on p. 105 of the 2004-2005 Undergraduate Calendar, from the text under the heading "Breadth Requirement" on p. 115 of the 2004-2005 Calendar, and from the Breadth Requirement statements under every set of academic program regulations under which it appears.

Effective Date: Effective for students admitted (or readmitted) to the University beginning September 2005.

#### **Friendly Amendment:**

#### **Brunt / Mandy**

That the effective date of this motion be changed to "Effective for students admitted (or readmitted) to the University beginning September 2006."

CARRIED.

J. DeGrace indicated that the request to change the effective date of this motion was based on the fact that Academic Advisors required lead time to begin advising students of the change to the breadth requirement regulation.

Senator Hemingway questioned what impact this change would have on block transfer agreements, such as that used by the Social Work Program. The Registrar responded that all students would be required to meet the breadth requirements, even if that entailed the student taking additional courses.

Senator Binnema asked whether this change would lead to the University becoming less "transfer-friendly." The Registrar responded that UNBC would allow up to a full 90 hours of credit on transfer, which is unusual. The Chair added that breadth requirements are standard across universities, and that this change would not make UNBC stand apart from other universities.

#### **S-200503.04**

#### **New Policy on Undergraduate Course Cancellations**

#### **Brunt / McGill**

That the new policy on undergraduate course cancellations be approved as proposed.

Effective date: September 2006  
CARRIED.

Senator Muir indicated that this policy was a concern for graduate students, in relation to split undergraduate / graduate level courses. Specifically, the concern was based on graduate students who may need one specific course for graduation, and that course being cancelled due to lack of undergraduate enrolment.

Senator Morrison responded that the policy did not state that courses would automatically be cancelled if the enrolment was low, but simply that the matter would be considered, and that graduate students would be taken into account.

Senator Mandy expressed concern that students may not always register enough in advance to be captured in the enrolment numbers two weeks prior to the start of the course, and asked whether this would be considered. Senator Morrison responded that the matter would be discussed by the Program in consultation with the Dean.

Senator Rapaport questioned whether the policy should contain enrolment numbers. Dr. H. Brunt replied that the numbers were included in an attempt to prevent arbitrary decision-making regarding course cancellations. He added that the numbers contained in the policy should simply be used as guidelines, but that they provide an early warning signal regarding enrolment levels. Dr. Brunt confirmed that there would be sensitivity to allowing split-level courses to proceed.

Senator Milakovic asked what recourse students would have if courses they required were cancelled, and whether there would be an appeals process. The Registrar replied that, although there was no formal process in place, in his view, this matter would not be considered by the Senate Committee on Academic Appeals, but that any complaints would likely go to the Administrative level, to the Dean.

Dean McGill clarified that the decision to cancel courses is not taken lightly, and that a number of steps are followed prior to doing so, such as determining who is in the course, whether the course is required, and whether another course could be substituted for the course under consideration for cancellation. Dean McGill added that every attempt would be made to prevent students from being disadvantaged by course cancellations, but that neglecting to cancel a course with low enrolment and thereby releasing the instructor to teach another course would deny access to courses for more students.

Senator Nyce indicated that perhaps using a target date of two weeks into the course, rather than two weeks prior to the start of the course, would be more useful for purposes of determining the course enrolment. The Chair responded that using such a late deadline would remove the ability to move an instructor to another course in place of the course with low enrolment.

Senator Rapaport suggested that, when students are registering in courses on Banner, a note of warning be placed on courses that could possibly be cancelled so that students are aware of that fact at the time they are registering. This suggestion was based on Senator Rapaport's assertion that it is not so much the number of students in the course that is indicative of whether the course should be cancelled, but the status of those students.

Senator Brown agreed with maintaining the deadline at two weeks prior to the start of the course, as he asserted this would be an aid to the students, as it would give them enough lead time to register in a different course in place of a cancelled course.

Dean Randall indicated that he was in favour of the motion, as it would provide more standardization for planning purposes, and would benefit a greater number of students. He added that this policy would only apply to non-cost recovery courses.

Senator Mandy reiterated her concern about canceling courses two weeks prior to the course start date, as she had seen enrolment increase by up to fifty percent in the first week of classes, and suggested that the

Academic Advisors would have to be made aware of any discussions related to course cancellation. Dean Tait agreed that there was a benefit to the deadline being two weeks in advance of the course, as, if an error was made, two weeks would be available in which to rectify that error.

**S-200503.05**

**Change to Program Requirements — Year Two of the Joint UBC/UNBC Environmental Engineering Program**

**McGill / Mandy**

That ENSC 350-3 Fluid Mechanics replace the requirement for BIOL 201-3 Ecology in year two of the

Joint UBC/UNBC Environmental Engineering Program.

Effective date: September 2005

CARRIED.

**An Executive Summary of curriculum changes to the Philosophy Program was included for information.**

**S-200503.06**

**Change to Degree Requirements — Philosophy Minor**

**Randall / Tait**

That the changes to the degree requirements for the Philosophy Minor be approved as proposed.

Effective date: September 2005

CARRIED.

**S-200503.07**

**New Course Approval — PHIL 205-3**

**Randall / Beeler**

That the new course, PHIL 205-3 Introduction to the History of Philosophy, be approved as proposed.

Effective date: May 2005

CARRIED.

**An Executive Summary of curriculum changes to the Political Science Program was included for information.**

Motions S-200503.08 to S-200503.10 were dealt with as an Omnibus Motion.

**S-200503.08**

**Course Deletion — POLS 308-3**

**Randall / Brown**

That the deletion of the course POLS 308-3 Japanese Politics from the Undergraduate Calendar be approved as proposed.

Effective date: September 2005

CARRIED.

**S-200503.09**

**Course Deletion — POLS 402-3**

**Randall / Brown**

That the deletion of the course POLS 402-3 Canadian Public Policy from the Undergraduate Calendar be approved as proposed.

Effective date: September 2005

CARRIED.

**S-200503.10**

**Course Deletion — POLS 430-3**

**Randall / Brown**

That the deletion of the course POLS 430-3 Comparative Self-Government from the Undergraduate Calendar be approved as proposed.

Effective date: September 2005

CARRIED.

**To Senate for Information**

**SCAPP20050202.11**

**Course Prerequisite Change — CPSC 250-3**

That the revisions to the prerequisite requirement for CPSC 250-3 Applied Business Computing be approved as proposed.

Effective date: September 2004

**An Executive Summary of Changes to Co-op Education courses was included for information.**

**SCAPP20050202.10**

**Course Prefix Changes — Co-op Education Courses**

That the changes to the Co-op Education course prefixes be approved as proposed.

Effective date: January 2005

**7.2 Senate Committee on Research and Graduate Studies**

**An Executive Summary of curriculum changes to the Natural Resources and Environmental Studies PhD Program was included for information.**

Motions S-200503.11 and S-200503.12 were dealt with as an Omnibus Motion.

**S-200503.11**

**Course Contact Hours and Course Description Change — NRES 804-1.5**

**Tait / Mandy**

That the change to the course contact hours for NRES 804-1.5 Graduate Seminar, from 1.5 to 3.0 hours, and the revisions to the course description, be approved as proposed.

Effective date: September 2005

CARRIED.

**S-200503.12**

**Calendar Description Change — Natural Resources and Environmental Studies PhD Program (NRES 804-3)**

**Tait / Mandy**

That the revisions to the calendar entries associated with NRES 804-3 Graduate Seminar be approved as proposed.

Effective date: September 2005

CARRIED.

**An Executive Summary of curriculum changes to the Political Science Program was included for information.**

Motions S-200503.13 and S-200503.14 were dealt with as an Omnibus Motion.

**S-200503.13**

**Course Deletion — POLS 602-3**

**Tait / Mandy**

That the deletion of the course POLS 602-3 Canadian Public Policy from the Graduate Calendar be approved as proposed.

Effective date: September 2005

CARRIED.

**S-200503.14**

**Course Deletion — POLS 630-3**

**Tait / Mandy**

That the deletion of the course POLS 630-3 Comparative Self-Government from the Graduate Calendar be approved as proposed.

Effective date: September 2005

CARRIED.

**To Senate for Information**

**SCRGS020205.03**

**Course Description Change — NRES 803-3**

That the revisions to the course description for NRES 803-3 Integrated Environmental Systems III be approved as proposed.

Effective Date: September 2005

**SCRGS020205.08**

**Annual Report — SCRGS Research Ethics Board**

That the Research Ethics Board Annual Report (April 30, 2003 to December 31, 2004) be forwarded to Senate for information.

Effective Date: December 2004

**7.3 SCAPP and SCRGS Subcommittee on Curriculum and Calendar**

**S-200503.15**

**Calendar Description Change — Addition of Provision for Part-Time Students in the Bachelor of Education Program**

**Randall / Tait**

That the change to the calendar description for the Bachelor of Education Program, to provide for continuation in the program on a part-time basis under exceptional circumstances, be approved as proposed.

Effective date: September 2005

CARRIED.

**To Senate for Information**

**SCCC200502.03**

**Change to Effective Date for Course Description — GEOG 622-3**

That the change to the effective date for the course description for GEOG 622 Geography of World Trade, from May 2005 to May 2004, be approved as proposed.

Effective date: September 2004

**7.4 Senate Committee on Regional Policy and Inter-Institutional Relations**

**To Senate for Information**

**SCRPIIR20050209.05**

**Memorandum of Agreement Between the University of Northern British Columbia and Grande Prairie Regional College**

That the Memorandum of Agreement between the University of Northern British Columbia (UNBC) and Grande Prairie Regional College (GPRC) be forwarded to Senate for information.

Effective Date: February 9, 2005

**SCRPIIR20050209.03**

**Renewal of the Cariboo Chilcotin Weekend University Protocol Agreement**

That the renewed Cariboo Chilcotin Weekend University Protocol Agreement be forwarded to Senate for information.

Effective Date: February 9, 2005

Senator K. Beeler asked whether the name change of the University College of the Cariboo, to Thompson Rivers University, would be reflected in this agreement. The Chair responded that it would, effective April 1, 2005, which is when the name change would take effect.

## 7.5 Senate Committee on Scholarships and Bursaries

### **S-200503.16**

#### **New Terms and Conditions — Pulp, Paper and Woodworkers of Canada, Local 9 Bursary Hemingway / Fredeen**

That the Terms and Conditions for the Pulp, Paper and Woodworkers of Canada, Local 9 Bursary be approved as proposed.

Effective Date: Established 2004 – Annual Award

CARRIED.

### **S-200503.17**

#### **New Terms and Conditions — Bruno Raeber Student Award Hemingway / Mandy**

That the Terms and Conditions for the Bruno Raeber Student Award be approved as proposed.

Effective Date: Established 2004 – Annual Award

CARRIED.

### **S-200503.18**

#### **Change to Calendar Description and Value — BC Northern Real Estate Board Awards Hemingway / McGill**

That the change to the calendar description and value for the BC Northern Real Estate Board Awards be approved as proposed.

Effective Date: September 2005

CARRIED.

### **S-200503.19**

#### **Change to Calendar Description and Value — S.M. Blair Family Foundation Scholarship Hemingway / McGill**

That the change to the calendar description and value for the S.M. Blair Family Foundation Scholarship be approved as proposed.

Effective Date: September 2005

CARRIED.

### **S-200503.20**

#### **Annual Report of the Senate Committee on Scholarships and Bursaries McGill / Mandy**

That the Annual Report of the Senate Committee on Scholarships and Bursaries be received.

Effective Date: February 10, 2005

CARRIED.

## 7.6 Senate Committee on Nominations

### **S-200503.21**

#### **Membership Changes to Senate Committees**

That the following recommendations from the Senate Committee on Nominations (SCN), for candidates to serve on Senate Committees, be approved as proposed.

#### **Position to be filled**

#### **Candidate**

#### **Senate Committee on Regional Policy and Inter-Institutional Relations (SCRPIIR)**

Faculty Senator

Eric Rapaport (Faculty Senator)

#### **Senate Committee on Student Discipline Appeals (SCSDA)**

Faculty Senator—CASHS

Kevin Hutchings (Faculty Senator—CASHS)

CARRIED.

**7.7 Steering Committee of Senate — No report**

**8.0 Other Business**

**8.1 Report of the Registrar**

**9.0 Information**

**10.0 S-200503.22  
Adjournment  
McGill**

That the Senate meeting be adjourned.  
CARRIED.

The meeting ended at 4:30 p.m.