

**SENATE MEETING
PUBLIC SESSION
MINUTES**

May 25, 2011
3:30 – 5:30 PM
Room 7-172 Bentley Centre

Present:

E. Annis, M. Archie, G. Ashoughian, D. Casperson, C. Chasteauneuf, L. Chen, M. Dale, A. Dayanandan, J. Edwards, G. Fondahl, M. Green, S. Green, C. Greening, K. Guest, I. Hartley, K. Hutchings (Vice Chair), G. Iwama (Chair), E. Jensen, G. Johnson, A. Kitchenham, D. Leighton-Stephens, D. Macknak, B. Murray, C. Myers (Recording), A. Nitu, C. O'Callaghan, R. Robinson, C. Russell (Acting Secretary of Senate), D. Ryan, S. Wagner, E. Wale, J. Young

Regrets:

S. Beeler, R. Brouwer, C. Carriere, B. Deo, M. Hadland, W. Haque, R. Lazenby, J. Li, S. McKenzie, C. Pacaide, P. Sanborn

Absent:

D. Nyce, J. Van Barneveld

The meeting commenced at 3:30 p.m.

1.0 S-201105.01

Approval of the Agenda

Chasteauneuf / Jensen

That the Agenda for the May 25, 2011 Public Session of Senate be approved as presented.

Dr. Iwama noted that a motion to move in camera had inadvertently been omitted from the agenda, and asked that this be added to the agenda. There was no opposition to this request.

The motion to approve the agenda, as amended, was CARRIED.

2.0 S-201105.02

Approval of Senate Minutes

Annis / Young

That the minutes of the April 27, 2011 Public Session of Senate be approved as presented.
CARRIED.

3.0 Business Arising from Previous Minutes of Senate

There was no business arising.

4.0 President's Report

Iwama

Dr. Iwama thanked faculty and staff members for their work in preparing for Convocation, and noted that there were a record number of faculty members participating this year. With regard to the Wood Innovation and Design Centre, he indicated that there was now a new lead person in Victoria, and that there may be an announcement within 60 days, but he has no new information about the options being considered.

In partnership with Northern Health, an Innovations Commons has been created to allow for discussions of health care by a broad group of people, which brings the University to the table. The group started with brown bag lunches, and two UNBC faculty members have embarked on consultations to bring UNBC's perspective to the table.

Dr. Iwama reported that, with regard to the Five Year Capital Plan, discussions are currently ongoing and the University architect has been engaged.

Senators were reminded by Dr. Iwama about the joint meeting of the Board of Governors and Senate taking place on Saturday, May 28. In conclusion of his report, Dr. Iwama noted that Ms. Russell's appointment as Acting Registrar had been approved by the Board of Governors, so there was a Secretary of Senate at the last meeting of Senate.

5.0 Report of the Provost

Dale

Dr. Dale had nothing to report.

6.0 Question Period

7.0 S-201105.03

Approval of Motions on the Consent Agenda (*no material*)

Macknak / Murray

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

It was requested that motion SCSB20110427.05 be removed from the consent agenda and placed on the regular agenda.

CARRIED.

8.0 Committee Reports

8.1 Senate Committee on Academic Policy and Planning

Dale

"For Approval" Items:

S-201105.04

Approval of Process for Letting Go of Courses at UNBC

Chasteaneuf / Jensen

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the process for letting go of courses listed in the UNBC calendar described in the attached document be approved as proposed.

Effective date: July 2011

Dr. Dale noted that newly-elected Senators missed the slide presentation he gave at a previous meeting of Senate, in which he outlined the number of courses currently offered at UNBC. He added that a Working Group was struck to examine how to "let go" of courses. The Working Group made a recommendation to the Senate Committee on Academic Policy and Planning (SCAPP), and that proposal was subsequently forwarded to the College Councils for comment before being returned to SCAPP. After

discussion at several levels, SCAPP voted to recommend the proposal to Senate. The proposed process relies upon the concept of “parking” courses with subsequent removal of the courses several years later.

CARRIED.

S-201105.05

Approval in Principle of Six Courses Associated with the Foundation Curriculum

Ryan / Chasteaneuf

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the recommendation for the development of six courses associated with the Foundation Curriculum be approved-in-principle as proposed.

Effective Date: June 1, 2011

Dean Young provided background information related to this motion. He reported that a Working Group, which had been meeting for a year, was struck to examine the creation of Foundation curriculum. The proposal before Senate had been recommended by the Senate Committee on Academic Policy and Planning. There are currently seven or eight academic units interested in participating. It was decided to request approval of the Foundation curriculum in principle prior to proceeding any further, as it will be a great deal of work to bring the curriculum to fruition. Dean Young added that a curriculum co-ordinating group is beginning to meet, and they expect their work to take four to five months to complete. Senate approval is being sought for the structural framework for the curriculum.

CARRIED.

S-201105.06

Change to Calendar Description — Minor in Computing

Macknak / Murray

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the calendar description of the Minor in Computing, on page 92 of the 2010/2011 undergraduate calendar, be approved as proposed.

Proposed Start Date: September 2011

CARRIED (consent agenda).

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~striketrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

Minor in Computing

The Minor in Computing requires the following 29 credit hours of courses:

Requirements

- CPSC 100-4 Programming 1
- CPSC 101-4 Computer Programming II
- CPSC 200-3 Algorithm Analysis and Development
- CPSC 281-3 Data Structures 1
- CPSC 141-3 Discrete Mathematics

- CPSC 300-3 Software Engineering
- CPSC 324-3 Introduction to Database Systems
- CPSC 344-3 Data Communications and Networking

One additional upper-division Computer Science course**

** MATH 335-3 (Numerical Analysis I) may be used to meet this requirement.

S-201105.07

New Course Approval — CPSC 199-(1-3)

Macknak / Murray

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course CPSC 199-(1-3) Special Topics I be approved as proposed.

Proposed semester of first offering: September 2011

CARRIED (consent agenda).

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~striketrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

The intent of this course is to provide timely offering of courses that either reflect rapid change in Computer Science, provide supplementary material in specific concrete topics or skills, or expose non-majors to advances in Computer Science. Consequently, the topic and availability of this course varies. The course may be retaken any number of times, provided all topics are distinct.

Prerequisites: Permission of the instructor

S-201105.08

New Course Approval — CPSC 299-(1-3)

Macknak / Murray

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course CPSC 299-(1-3) Introductory Special Topics II be approved as proposed.

Proposed semester of first offering: September 2011

CARRIED (consent agenda).

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~striketrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

The intent of this course is to provide timely offering of courses that either reflect rapid change in Computer Science, provide supplementary material in specific concrete topics or skills, or expose non-majors to advances in Computer Science. Consequently, the topic and availability of this course varies. The course may be retaken any number of times, provided all topics are distinct. This course normally supposes some first-year exposure to Computer Science.

Prerequisites: Permission of the instructor

S-201105.09

Course Deletion — CPSC 440-3

Macknak / Murray

That, on the recommendation of the Senate Committee on Academic Policy and Planning, CPSC 440-3 Computer Networks be deleted and removed from the calendar.

Effective date: September 2011 or on approval by Senate

CARRIED (consent agenda).

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~striketrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

~~Data transmission and encoding, multiplexing, circuit switching, packet switching, network protocols, data communication hardware, ISO model, Data Link Layer, Network Layer, Local Area Networks (LANs), Wide Area Networks (WANs), Metropolitan Area Networks (MANs), Backbone Networks (BNs), network design and implementation, network management, network security.~~

“For Information” Items:

SCAPP201105.05

Course Prerequisite Change — NURS 320

Macknak / Murray

That the change to the course prerequisite for NURS 320-5 Extended Clinical Practicum II, on page 252 of the 2011/2012 undergraduate calendar, be approved as proposed.

Effective Date: September 2011

CARRIED (consent agenda).

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~strikethrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

NURS 320-5 Extended Clinical Practicum II This practicum provides the opportunity for consolidated clinical nursing practice with clients who have multiple health care needs. Previous clinical practice experience is considered when determining placement. The practicum occurs in various health care settings in northern BC.

Prerequisites: ~~Pre- or co-requisites:~~ all required 300-level ~~required~~ nursing courses in the NCBNP

8.2 Senate Committee on Research and Graduate Studies

Fondahl / Hartley

“For Approval” Items:

S-201105.10

Application for Exempt Status from the Degree Quality Assessment Board Review Process for Doctoral Degrees at UNBC

Hartley / Chasteaneuf

That, on the recommendation of the Senate Committee on Research and Graduate Studies, the application for Exempt Status from the Degree Quality Assessment Board Review Process for Doctoral Programs at UNBC be approved as proposed.

Effective date: Immediately on approval by Senate

Dean Hartley explained that UNBC has exempt status for Bachelor's and Master's level degrees, so no external review process is required to approve these degrees. As UNBC does not yet have exempt status at the doctoral level (which this application is meant to address), extensive external review by the Ministry of Advanced Education is required for approval of new doctoral degrees. The Ministry has seen this document and have indicated it needs to be approved by the UNBC Senate and Board of Governors before they will consider the application.

A Senator asked what UNBC is promising to do in taking on the review process. Dean Hartley responded that the Ministry will send external reviewers to review the complete process of how UNBC approves degrees. Dr. Fondahl added that, after that, UNBC will be responsible for approving degrees on its own. Dr. Dale expressed that the Ministry would likely be looking for internal checks in the process, particularly for the review process. A Senator asked what UNBC's current review process is for PhD degrees, and Dr. Dale replied that those reviews comprise part of the academic review process. As a result, he added, UNBC may wish to determine if a separate review process should be instituted for doctoral degrees.

CARRIED.

S-201105.11

Course Deletion — CPSC 601-3

Macknak / Murray

That, on the recommendation of the Senate Committee on Research and Graduate Studies, CPSC 601-3 Software Engineering for Real-Time Systems be deleted and removed from the calendar.

Effective date: September 2011 or on approval by Senate

CARRIED (consent agenda).

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~strikethrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

~~This course introduces typical real-time applications including hard vs. soft real-time systems. A reference model for real-time systems is developed. Other topics covered include: scheduling of periodic and aperiodic tasks, resource access control, multiprocessor scheduling and synchronization, real-time aspects of operating systems and communication protocols, software engineering methods for real-time systems, and representing real-time concepts with Unified Modelling Language (UML). Software tools for development of real-time systems are introduced.~~

S-201105.12

Course Deletion — CPSC 634-3

Macknak / Murray

That, on the recommendation of the Senate Committee on Research and Graduate Studies, CPSC 634-3 Hardware Architecture be deleted and removed from the calendar.

Effective date: September 2011 or on approval by Senate
CARRIED (consent agenda).

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~strikethrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

~~CPU architecture including registers and accumulators, ALU design, control unit, operand codes and instruction sets, register transfer level language, fetch execute cycle and branching, address and data buses, microcoding of instructions. Memory design and addressing, memory types and memory performance, cache and caching techniques, memory indirect addressing. Interrupts and exception handling techniques. DMA controllers. Pipeline and parallel architectures.~~

S-201105.13

Course Deletion — CPSC 640-3

Macknak / Murray

That, on the recommendation of the Senate Committee on Research and Graduate Studies, CPSC 640-3 Computer Networks be deleted and removed from the calendar.

Effective date: September 2011 or on approval by Senate
CARRIED (consent agenda).

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~strikethrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

~~Data transmission and encoding, multiplexing, circuit switching, packet switching, network protocols, data communication hardware, ISO model, Data Link Layer, Network Layer, Local Area Networks (LANs), Wide Area Networks (WANs), Metropolitan Area Networks (MANs), Backbone Networks (BNs), network design and implementation, network management, network security.~~

S-201105.14

Course Deletion — CPSC 643-3

Macknak / Murray

That, on the recommendation of the Senate Committee on Research and Graduate Studies, CPSC 643-3 Mobile Computing be deleted and removed from the calendar.

Effective date: September 2011 or on approval by Senate
CARRIED (consent agenda).

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~strikethrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

~~This course provides an overview of Internet, TCP/IP and the field of mobile computing. The topics covered in detail include IEEE 802.11 Wireless LANs, Physical Layer for CDMA and OFDM, MAC Layer for GSM/GPRS, 2.5G and 3G cellular architectures, Physical Layer for cellular networks (CDMA, TDMA and OFDM), MAC layer for CDMA and TDMA based cellular networks, Mobile IPv4/v6, and Application Layer (IP Multimedia Subsystem, Multimedia Messaging, Location-Based Services).~~

S-201105.15

Addition of May Semester Admission Date — Natural Resources and Environmental Studies

Macknak / Murray

That, on the recommendation of the Senate Committee on Research and Graduate Studies, entrance to the Natural Resources and Environmental Studies (MA, MNRES, MSc, and PhD) be added to the May Semester entrance listing in the “Semester Dates” section of the Graduate Calendar.

Effective date: May 2012

CARRIED (consent agenda).

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~striketrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

Semester Dates — 2011 January Semester

....

February

15 Application deadline for UNBC administered Graduate Award. Application deadline for Graduate Studies for May Semester 20__ for: Interdisciplinary Studies (MA and MSc), Natural Resources and Environmental Studies (MA, MSc, MNRES) and (PhD)

8.3 Senate Committee on Scholarships and Bursaries

Russell

“For Information” Items:

SCSB20110427.04

Revised Terms and Conditions — Cloverdale Paint Bursary

Macknak / Murray

That the revised Terms and Conditions for the Cloverdale Paint Bursary be approved.

Effective date: 2011-2012 Academic Year

CARRIED (consent agenda).

SCSB20110427.05

New Terms and Conditions — Gordon Campbell Scholarship

Macknak / Murray

That the new Terms and Conditions for the Gordon Campbell Scholarship be approved.

Effective Date: 2012-2013 Academic Year

Although this motion was moved from the consent to the regular agenda, there was no vote because the item was for the information of Senate only. A Senator questioned whether there was a policy related to naming awards after recently-retired politicians. Dr. Iwama responded that this award was a gift to Premier Campbell and the funds were raised by his friends. It was noted that UNBC has several scholarships named after individuals. The Senator indicated that his concern lies with the potential conflict of interest and the University endorsing affiliation with politicians who are active in policy development. He added that UNBC has a policy regarding the naming of buildings and that it was strange there was not something similar for scholarships. Mr. Tim Thomas, Executive Services Manager, spoke from the gallery and responded that there is a policy on scholarships but it states nothing with regard to politicians; the policy relates to receiving the money and not necessarily naming the awards.

SCSB20110427.06

Revised Terms and Conditions — Heather Sadler Jenkins Scholarship

Macknak / Murray

That the revised Terms and Conditions for the Heather Sadler Jenkins Annual Scholarship be approved.

Effective Date: 2011-2012 Academic Year

CARRIED (consent agenda).

SCSB20110427.07

Revised Terms and Conditions — NCLGA Community Development Scholarship

Macknak / Murray

That the revised Terms and Conditions for the NCLGA Community Development Scholarship be approved.

Effective Date: 2011-2012 Academic Year

CARRIED (consent agenda).

SCSB20110427.08

Revised Terms and Conditions — Pacific Blue Cross Bursary for Northern Medical Program Students

Macknak / Murray

That the revised Terms and Conditions for the Pacific Blue Cross Bursary for Northern Medical Program Students be approved.

Effective Date: 2011-2012 Academic Year

CARRIED (consent agenda).

SCSB20110427.09

New Terms and Conditions — Sheri Merchant Memorial Bursary

Macknak / Murray

That the new Terms and Conditions for the Sheri Merchant Memorial Bursary be approved.

Effective Date: 2011-2012 Academic Year

CARRIED (consent agenda).

SCSB20110427.10

Revised Terms and Conditions — Vancouver International Airport Authority Scholarship

Macknak / Murray

That the revised Terms and Conditions for the Vancouver International Airport Authority Annual Scholarship be approved.

Effective Date: 2011-2012 Academic Year

CARRIED (consent agenda).

SCSB20110427.11

New Terms and Conditions — Vladimir Pasicnyk Scholarship

Macknak / Murray

That the new Terms and Conditions for the Vladimir Pasicnyk Scholarship for UNBC Engineering Undergraduates be approved.

Effective Date: 2011-2012 Academic Year

CARRIED (consent agenda).

SCSB20110427.12

New Terms and Conditions — Westcana Electric Inc.

Macknak / Murray

That the new terms and Conditions for the Westcana Electric Inc. Award be approved.

Effective Date: 2011-2012 Academic Year

CARRIED (consent agenda).

SCSB20110511.04

New Terms and Conditions — David A. Bradbury Bursary

Macknak / Murray

That the new Terms and Conditions for the David A. Bradbury Bursary be approved.

Effective Date: 2011-2012 Academic Year

CARRIED (consent agenda).

SCSB20110511.05

Revision to Policy and Procedures for Graduate Awards

Macknak / Murray

That the revised Policy and Procedures for Graduate Awards be approved.

Effective Date: 2011-2012 Academic Year

CARRIED (consent agenda).

SCSB20110511.06

Revision to Policy and Procedures for Undergraduate Awards

Macknak / Murray

That the revised Policy and Procedures for Undergraduate Awards be approved.

Effective Date: 2011-2012 Academic Year

CARRIED (consent agenda).

8.4 Senate Committee on Admissions and Degrees

Vacant

“For Approval” Items:

S-201105.16

Changes to Admission Category — Admission from a College of Applied Arts and Technology (Ontario)

Macknak / Murray

That, on the recommendation of the Senate Committee on Admissions and Degrees, the proposed revision to the section on p. 31 of the 2011/2012 Undergraduate Calendar headed “Admission from a College of Applied Arts and Technology (Ontario)” be approved.

Effective date: Immediately upon approval by Senate

CARRIED (consent agenda).

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~strikethrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

Admission from a College of Applied Arts and Technology (Ontario)

All students admitted from a College of Applied Arts and Technology (CAAT) are strongly encouraged to seek academic advising prior to registering for courses and/or declaring a degree program.

Students completing less than two full semesters at a CAAT will not be considered for admission under this category. Students in this situation should consult the section dealing with admission from high school.

Students who wish to transfer to UNBC after completing at least two full semesters of a diploma program at a CAAT may be considered for admission to first year at UNBC. Students must have a minimum grade point average of 70% on their course work from the CAAT. ~~Transfer credit will not be awarded to CAAT students who do not have a diploma.~~

~~Students who have been awarded a diploma from a College of Applied Arts and Technology may be eligible for admission and for block transfer credit (see below).~~

~~Students must have achieved an overall minimum grade point average of 70% on their diploma to be considered for admission, and to be eligible for block credit.~~ Normally, students who meet the grade requirements may be awarded up to 30 credit hours of

block transfer ~~on a two-year diploma~~ if the ~~diploma~~ academic program is relevant to the degree program sought at UNBC.

8.5 Senate Committee on Regional Policy and Inter-Institutional Relations

Macknak

“For Information” Items:

SCRPIIR20110511.02

Approval of Draft Memorandum of Understanding Between the University of Northern British Columbia (UNBC) and College of the Rockies (Cranbrook, BC)

Macknak / Murray

To approve MOU between UNBC and College of the Rockies (Cranbrook, BC).

Effective date: May 11, 2011

CARRIED (consent agenda).

SCRPIIR20110511.03

Approval of Draft Memorandum of Understanding Between the University of Northern British Columbia (UNBC) and Northwest Community College (NWCC)

Macknak / Murray

To approve MOU between UNBC and Northwest Community College (NWCC).

Effective date: May 11, 2011

CARRIED (consent agenda).

8.6 Senate Committee on Nominations

Iwama

Regular

S-201105.17

Membership Changes to Senate and/or Senate Committees

Ryan / Jensen

That, on the recommendation of the Senate Committee on Nominations, and barring further nominations from the floor of Senate, the following candidates, who have met all eligibility requirements to serve on Senate and/or Senate committees as indicated, be appointed as proposed.

SENATE OR SENATE COMMITTEE POSITION TO BE FILLED
(except when otherwise noted, all terms begin immediately)

CANDIDATE

Senate Committee on Nominations

Lay or Regional Senator (until March 31, 2012)

Lisa Handfield (Lay Senator)

Senate Committee on Admissions and Degrees

Faculty Member (until March 31, 2012)

Lyle Grant

SCAPP and SCRGS Continuing Studies Credit Committee

Undergraduate Student (until March 31, 2012)

Faculty Member — CASHS (until March 31, 2014)

Joyce Forson (2nd term)

Alexander Auerbach

Senate Committee on Scholarships and Bursaries

Undergraduate Student (until March 31, 2012)

Lay Senator (until March 31, 2014)

Joyce Forson (2nd term)

Lisa Handfield

Senate Committee on the University Budget

Exempt Staff Representative (until March 31, 2014)

CUPE Staff Representative (until March 31, 2014)

Claudette Gouger (2nd term)

Dale Laluk

Dr. Iwama called, three times, for further nominations from the floor of Senate. As no further nominations were forthcoming, all candidates were appointed as proposed.

CARRIED.

For Information of Senate:

Current Senate Vacancies

None

Senator Elected for Term of Office Commencing Immediately

Lay Senator (replacing Adele Yakemchuk — until March 31, 2014):
Lisa Handfield

9.0 Other Business

9.1 Report of the Registrar

Russell

The Registrar had nothing to report.

9.2 Presentation — Graduate Programs

Hartley

Dean Hartley delivered a presentation on graduate programs (attached to these minutes as “Appendix I”), in which he discussed credentials awarded and new degrees, funding from the Ministry of Advanced Education as well as scholarships and awards, the Graduate Programs Office reporting structure, findings of the external review of Graduate Programs, and graduate student recruitment. With regard to credentials awarded, Dean Hartley indicated that he expected these numbers to plateau, and he reported on new degrees which had recently been approved as well as proposed degrees currently in the works.

In relation to funding, Dean Hartley noted that the Ministry of Advanced Education had provided increased funding to UNBC which was being used for travel awards, graduate entrance awards, and research project awards. He also provided a profile of graduate students who receive scholarships and awards, noting that they were more likely to be international students, students from outside British Columbia, and students seeking a Master of Science or Doctoral credential, and that most were enrolled full-time, almost all were enrolled at the Prince George campus, and that there was no difference in ethnicity or gender. He added that the average amount of funding was approximately \$5,000 per year.

Dean Hartley provided a chart showing the reporting lines in the Office of Graduate Programs and the Graduate Studies Unit in the Office of the Registrar. He also shared several recommendations from the report of the external review of the Office of Graduate Programs which included, among others, reducing the time to completion of Master’s degrees, creating a strategic plan for the role and support of graduate programs, moving the responsibility for the administration of graduate applications and the maintenance and security of graduate files from the Registrar’s Office to a University Graduate Unit, the development of effective business practices, and the creation of a Graduate Council. Dean Hartley then provided information about the recruitment plan for graduate students. In conclusion, Dean Hartley noted that all theses must be digital by 2014, and that there are only two institutions in Canada without online admissions, UNBC being one of them. He then invited questions and comments.

Dean Hartley was asked about the impetus behind digitizing theses, and he responded that by 2014 the National Library of Canada (NLC) will not accept paper copies, but the digital versions will sit at UNBC and the NLC will harvest them. Senator Ashoughian, the University Librarian, added that, because UNBC does not yet have a repository of this nature for theses, we will have the opportunity to build the repository correctly. Senators discussed funding of graduate students, with some Senators positing that many institutions offer more funding than UNBC, putting us at a competitive disadvantage. Others responded, however, that UNBC funds some aspects of graduate student life centrally, so it is difficult to compare funding from institution to institution.

10.0 Information

There were no items for information.

- 11.0 **S-201105.17A**
Move to In Camera Session
Casperson / Hartley
That the meeting move In Camera.
CARRIED.
- 12.0 **S-201105.24**
Adjournment
Ryan / Young
That the Senate meeting be adjourned.
CARRIED.

The meeting ended at 5:00 p.m.

GRADUATE PROGRAMS AT UNBC

MAY 25, 2011

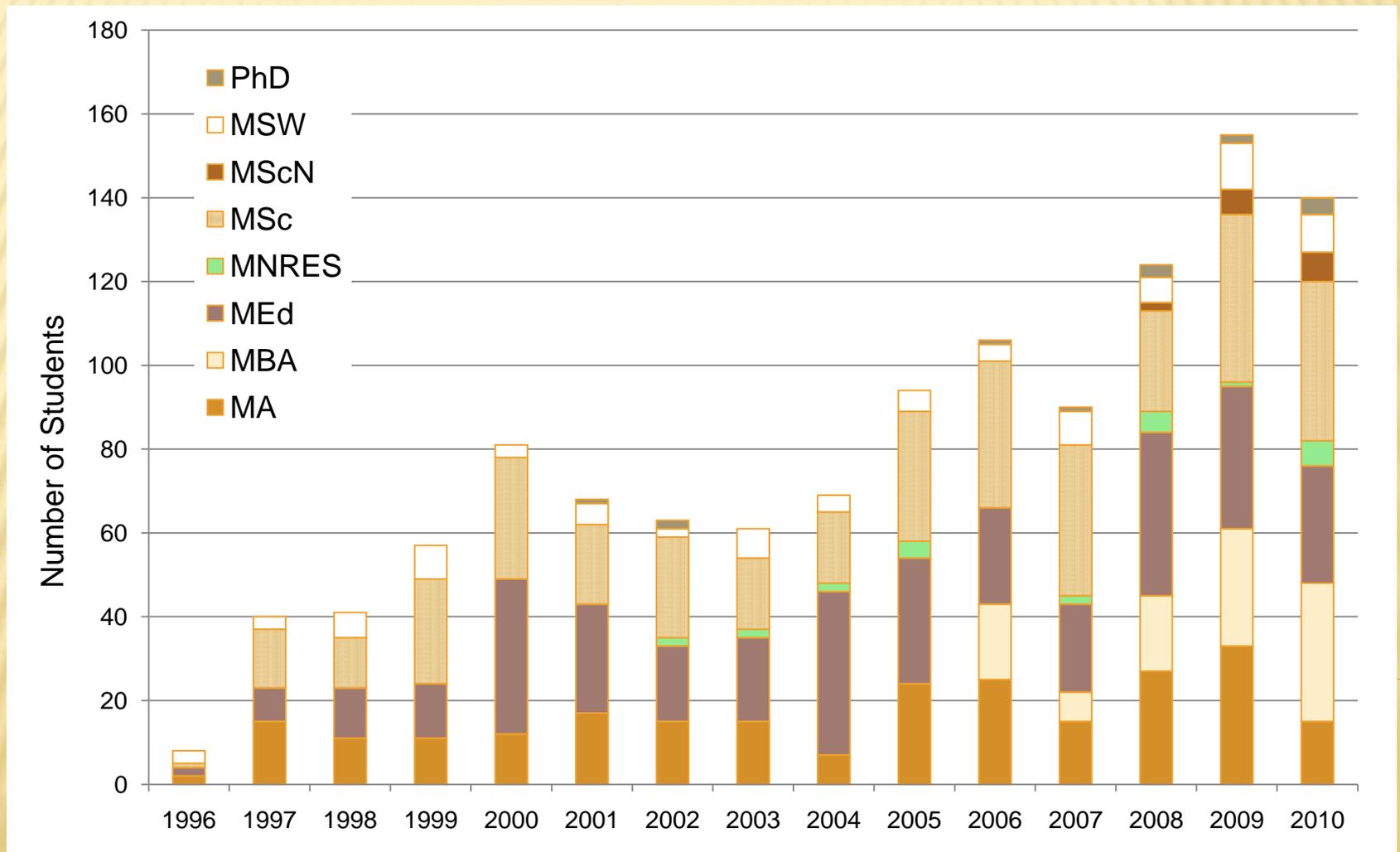
IAN D. HARTLEY, PHD FIWSC

DEAN, GRADUATE PROGRAMS

OFFICE OF RESEARCH AND GRADUATE PROGRAMS

- Credentials Awarded & New Degrees
- MAVED Funding & Scholarships and Awards
- Office Reporting Structure
- Graduate Program Review
- Graduate Student Recruitment

Graduate Programs at UNBC: Credentials Awarded at Graduate Level



Graduate Programs at UNBC: Comments on New and Proposed Degrees

- PhD Health Sciences:
 - ... approved by Ministry in Fall 2010 / Board of Governor's approved in March 2011
 - ... 13 offers made to applicants for September 2011 admission

 - Master of Education - Special Education:
 - ... approved by Ministry in Summer 2010
 - ... first admission of students for January 2011

 - Master of Science in Business Administration:
 - ... approved by Ministry in Summer 2010
 - ... first admission of students for January 2011

 - Master of Education – Multidisciplinary Leadership:
 - ... approved by Alberta Government to offer degree at Grande Prairie Regional College
 - ... admission of students for September 2011
-
- ✓ Doctoral Exemption from Ministry DQAB Review – Senate & Board approval, then to DQAB
 - ✓ PhD Business and Economics – currently at School and Program discussion
 - ✓ MSc MCPS study area – new biochemistry (currently at DQAB)
 - ✓ MSc MCPS – realignment of degree (currently at DQAB and Program discussion)

Graduate Programs at UNBC: Funding, Scholarships and Awards

MAVED Funding - Increase in funding to UNBC since 2007/08. Support is used ...

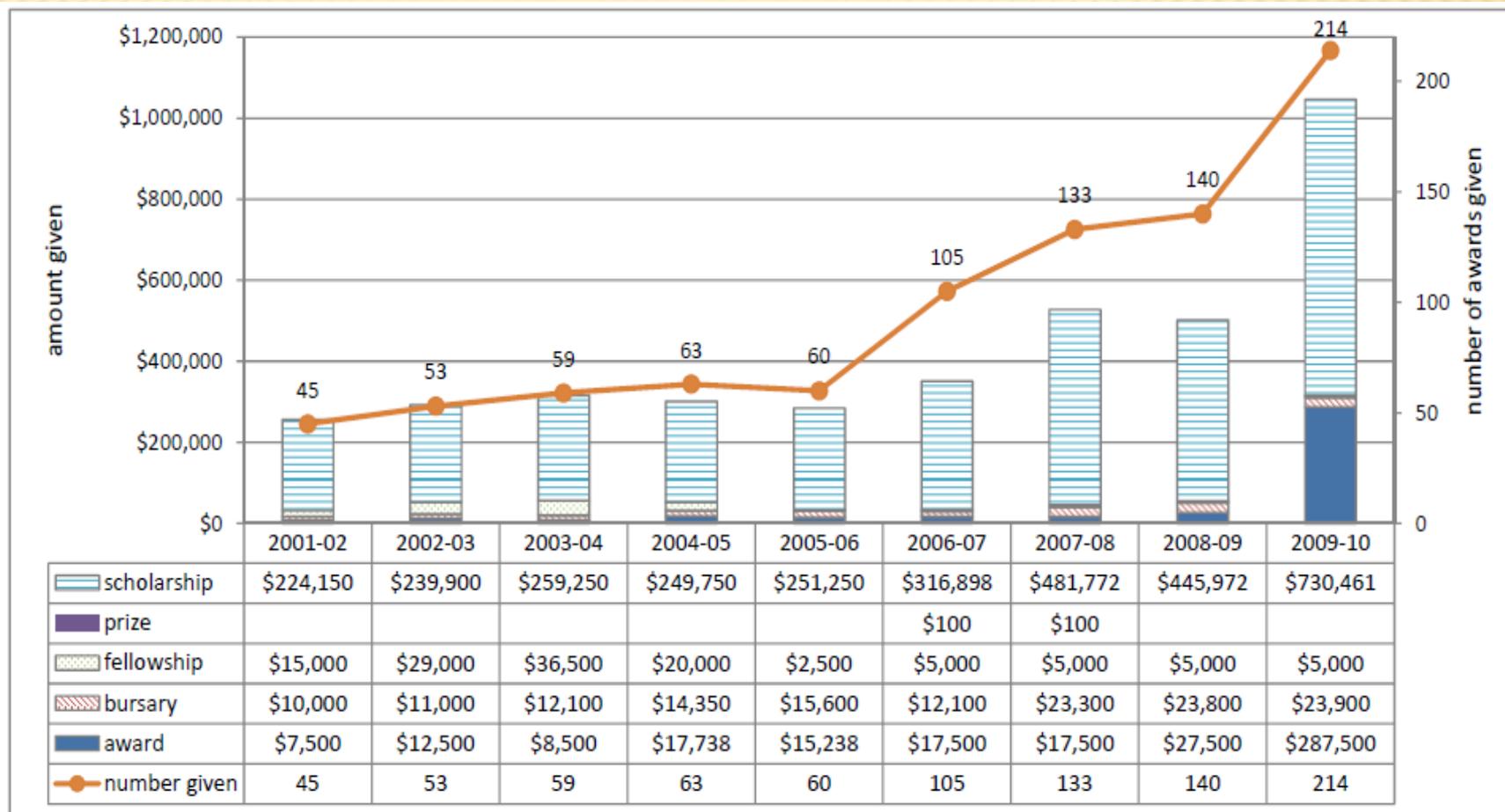
- ... to create research travel awards and fund more conference travel awards (\$68,000 annually)
 - ... to increase the Graduate Entrance Awards by 4 per year (\$10,000 ea, renewable)
 - ... to create Graduate Entrance Research Awards (\$5,000 ea, renewable)
 - ... to create Research Project Awards (up to \$5,000 ea) max \$5K / 10K / \$15K
-

Scholarships and Awards Profiles -Compared to all graduate students, recipients were:

- ... enrolled full-time
- ... almost all enrolled at Prince George campus
- ... a more likely to be an international student
- ... more likely to be seeking a Master of Science or Doctoral credential
- ... no difference in ethnicity
- ... no difference in gender
- ... more likely to be from outside British Columbia

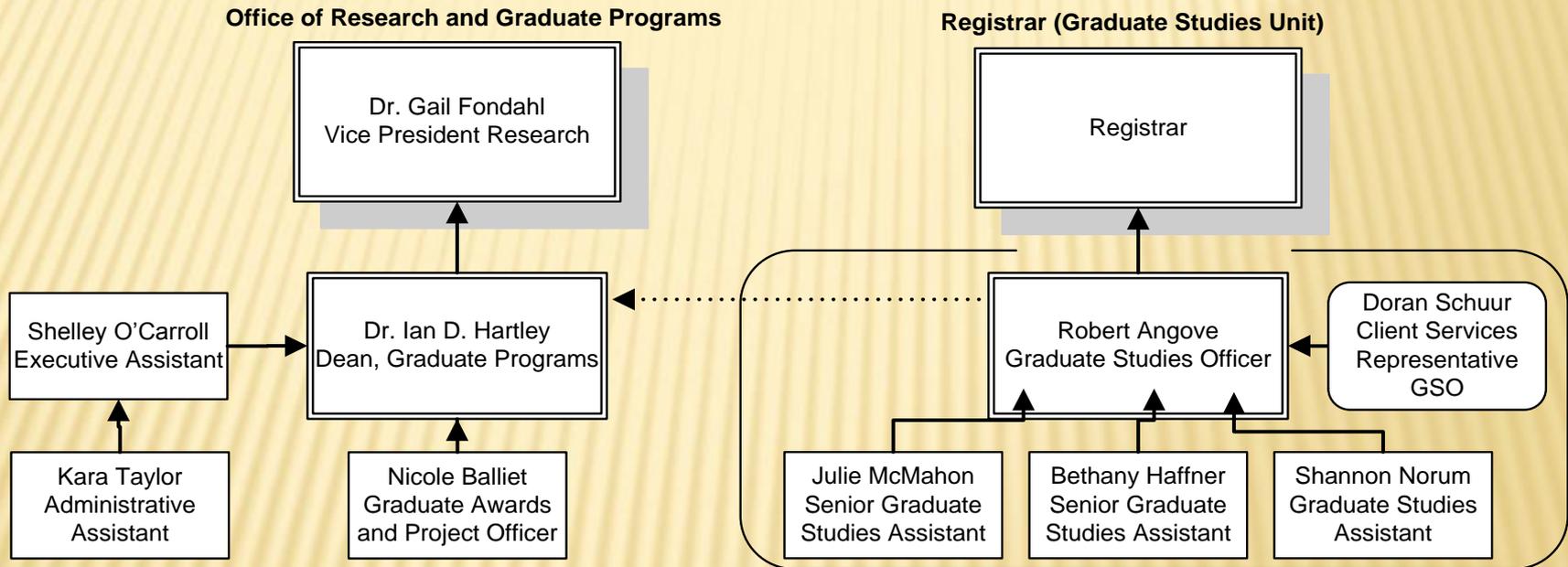
Graduate Programs at UNBC: Funding, Scholarships and Awards

Note: The awards are from UNBC internally funded sources. They do not include support from faculty (i.e., stipends) or from teaching assistantships.



Graduate Programs at UNBC: Reporting Structures

Offices of the Dean of Graduate Programs and Registrar - Current Reporting Lines



Graduate Programs at UNBC: Graduate Programs Review (Current Status)

Recommendation 1

Time to completion for master's degrees should be examined with the goal of reducing the average to between 2 and 3 years for full time students.

Recommendation 2

Workload policies/practices should be examined to **balance teaching, graduate supervision and research productivity expectations.**

Recommendation 3

A **strategic plan** for the role and support of graduate programs at UNBC should be undertaken immediately. Such a plan would include not only policies and procedures, but a corresponding administrative structure to ensure the quality and efficiency and effectiveness of graduate studies at UNBC.

Graduate Programs at UNBC: Graduate Programs Review (Issues Identified)

Recommendation 4

The responsibility for the **administration of graduate applications** be moved from the Registrar's Office to the university Graduate Unit.

Recommendation 5

The responsibility for **maintenance and security of graduate files** be moved from the RO to the Graduate Unit.

Recommendation 6

The Graduate Unit should have a **budget** that reflects the responsibilities of that unit.

Recommendation 7

The Graduate Unit should have administrative space that is clearly "Graduate Studies", i.e., has a **front door to the community and is appropriately "showcased"**.

Graduate Programs at UNBC: Graduate Programs Review (Issues Identified)

Recommendation 8

That **Senate delegate authority for administrative policy** related to graduate students and graduate programs to a functional Graduate Unit, which would have appropriate representation of university constituencies. This body would be responsible for presenting new programs and major program modifications to Senate for final approval and, other matters to Senate, for information

Recommendation 9

That matters pertaining to the effective delivery of graduate programs at the **Regional Sites needs critical assessment**, perhaps even requiring an ad hoc committee to undertake an evaluation with the objective of determining the most efficient and effective means for executing the delivery of off-campus programs.

Recommendation 10

A facilitated re-evaluation should be undertaken to develop **effective business practices that will enable growth** in graduate programs and the numbers of graduate students and enable effective recruitment and student management

Graduate Programs at UNBC: Graduate Programs Review (Graduate Functional Unit)

Recommendations 11, 12 and 13

A **Graduate Unit** should:

- be **defined by Senate** with clear terms of references, a clear mandate, clear authority, and clear reporting lines;
- **have two roles**: administrative and policy; and,
- be responsible for the administration from **admission-to-convocation** for graduate programs.

Recommendation 14

A representative **Graduate Council** be created with authority to approve and enact policies related to graduate programs and graduate student success and for recommending new programs and major program changes to Senate for approval. The Dean of the Graduate Unit would chair such a committee.

Recommendation 15

The Graduate Unit should **report directly to the Vice President Academic (VPA)** with close working ties to the Vice President Research but not a direct reporting relationship

Graduate Programs at UNBC: Graduate Programs Recruitment

Recruitment :

- ... means different things to many people
- ... usually means graduate financial support through
 - > scholarships
 - > stipends from faculty research
 - > teaching assistantships

Current Plan:

- ... Graduate Information Sessions at BC institutions
 - > at BC Institutions: VIU, Kwantlen, UFV, Capilano U, Trinity Western, etc
 - > Alberta: GPRC, Mount Royal, Grant McEwen
- ... Obtain support, ideas from graduate programs for their own recruitment

Increasing “Electronic Footprint” through:

- ... better information via our website
- ... social media strategy: facebook and twitter

