

**SENATE MEETING
PUBLIC SESSION
MINUTES**

January 22, 2019
3:30 – 5:30 PM

Senate Chambers (Room 1079 Charles J McCaffray Hall)

Present: B. Annear (Secretary of Senate), S. Barton, R. Budde, D. Casperson, A. Constantin, B. Deo, D. Desai, Z. Fleck, E. Fredeen, P. Harding (non-voting), I. Hartley, L. Haslett, K. Hirsh-Pearson (*Vice-Chair*), S. Hoff (Recording Secretary), C. Hofsink, H. Holler-Busch, S. Horianopoulos, C. Ho Younghusband, P. Jackson, E. Jensen, G. Keeler, T. Klassen-Ross, E. Korkmaz, A. Kranz, M. Mandy, H. McVea (non-voting), C. Meroniuk, A. Muñoz Gómez, M. Murphy, D. Nyce, A. Palmer, L. Parent, M. Peterson, S. Rader (non-voting), D. Ryan, S. Sakshi, H. Sanford (University Secretary), A. Sommerfeld (non-voting), T. Tannert, T. Tribe (non-voting), N. Turner, S. Wagner, C. Whalen, R. Wheate, J. Wimmers-Klick

Regrets: B. Daigle (non-voting), B. McGill, G. Payne, L. Roldan-Flores (non-voting), L. Roodenburg, D. Weeks (*Chair*), P. Winwood (non-voting)

The meeting commenced at 3:30 p.m. The Vice Chair, Senator Hirsh-Pearson was Chair.

1.0 Acknowledgement of Territory

Senator Haslett acknowledged that the meeting was taking place on the traditional territory of the Lheidli T'enneh Nation.

2.0 Presentation – Centre for Teaching, Learning and Technology

3.0 S-202001.20

Approval of the Agenda

Deo

That the agenda for the January 22, 2020 Public Session of Senate be approved as presented.

Amendment

The Registrar asked to have motion added under Business Arising as item 4.2 as it relates the Extraordinary Meeting of Senate that was held in December.

CARRIED AS AMENDED

4.0 Business Arising

4.1 University of Northern British Columbia recognizes that Earth is in a climate emergency

Jackson

S-201910.03

Senator Jackson asked to withdraw motion S-201910.03 and replace it with a new motion S-202001.22.

S-202001.22

University of Northern British Columbia recognizes that Earth is in a climate emergency

Murphy

Now therefore be it resolved that the Senate of the University of Northern British Columbia recognizes that Earth is in a climate emergency and commits to and encourages the University community to:

1. Increase knowledge and understanding of sustainability and the climate emergency, its implications and solutions through its appropriate programs of vigorous research;
2. Expand the cross-curriculum delivery of environmental and sustainability education within the university and through outreach, beyond it;
3. Integrate sustainability into its actions and decisions;
4. Set an example and do our part in reducing carbon emissions by committing to becoming carbon neutral in our operations by 2025, with concrete actions and realistic interim milestones;
5. Establish a consultative and inclusive mechanism to elaborate and strategically guide progress on these goals.

Effective Date: **Upon Approval of Senate**

Senator Jackson indicated that this motion was revised based on further consultation from across campus. The use of the United Nations Sustainable Development Goals has been removed and replaced with a mechanism to strategically guide progress. The motion is intended to encourage sustainability and becoming carbon neutral for the University community.

Senator Kranz questioned Senate's jurisdiction in this matter.

Senator Mandy spoke in favour of the motion and suggested that it is an extension of our role as Canada's Green University.

CARRIED

4.2 Motion from the Registrar

S-202001.33

Change to the Grading Scale – NRES 798

Casperson

That the one-time, non-precedent setting alternation of the grading scale for NRES 798 in the Fall 2019 semester be changed to a Pass/Fail.

Effective Date: Upon approval of Senate

CARRIED

This motion is made at the request of the instructor having met with all the students in the course and with the approval of the Program Chair and Dean. It is a one credit course. By changing the grading scale, the grade for this course will not be used to calculate GPAs or in the awarding of any awards.

5.0 President's Report - None

6.0 Report of the Provost

Ryan

6.1 Academic Re-Structuring

The Provost reported that the add/drop date had just occurred and he would provide Senate will an update on enrolment as well as a report on applications, acceptances and registrations at the next Senate.

The searches for the Deans and Vice-Provost continue. The search committee for the Vice-Provost has met and continue to review the long lists of candidates. They are looking for depth and diversity to ensure that they have the best possible pool of candidates. The Deans search committees will be meeting next week and assessing the pools of candidates.

The Provost reported that the student email concerns that occurred with the Office of Financial Aid were dealt with as they occurred. IT is now reviewing how this error occurred and how lists are set up and used to ensure that when students are contacted they are not able to reply all. Information and best practices will be provided to those that use lists.

Senator Mandy asked that teaching schedules be further considered for search committee meetings. The Provost indicated that the timing of meetings was discussed at the Vice Provost search committee meeting and he will reach out to HR to ensure the same is happening for the Deans search committees.

There was discussion on the various pools of candidates and some of the factors that the search committees are considering.

The Provost reported that the Dean is responsible for supervising the graduate student/supervisor relationship and is eligible to remove a supervisor for graduate programs.

There was discussion on whether there is a mechanism for an appeal and what the circumstances might be if it was an involuntary removal of a supervisor.

Action Item: Provost will report back on the process and the rationale for the removal a supervisor in graduate programs and what mechanisms, if any, can be used to appeal such decisions.

Senator Casperson asked who historically has had the authority to remove a Supervisor.

Action Item: The Provost will report back on who, historically, has had the authority to remove a graduate supervisor from a supervisory role.

7.0 Report of the Registrar

Annear

The Registrar reported that his scheduling team continues to work with a consultant to be able to produce the best schedule given the current data and timeframe. Further discussions for next year will need to address rules around course combinations and the concepts in which they are applied.

Another priority is online graduate applications which we are required to have by March 1st.

The Registrar reported that the Office of the Registrar continue to work a significant amount of overtime and timeline for some ongoing initiatives continue to shifted to prioritize work as needed.

Senator Whalen asked for clarification how many students took the opportunity to drop courses in the fall 2019 semester. The Registrar confirmed that there were 187 students that took the opportunity to drop courses from the fall 2019 semester which totaled 295 courses.

Senator Mandy asked what the average length of time it has taken for a graduate student to get registered this semester? The Registrar indicated that it may be as long as six weeks. Students impacted by this delay should contact the Office of the Registrar and they will work to mitigate the impacts.

8.0 Question Period

8.1 Written questions submitted in advance

8.1.1 *Is there any mechanism that ensures departments update their websites regularly?*

Matt Wood, Director Communications indicated that individual departments and programs are responsible for monitoring and making their own changes. UNBC has a large website with many web editors. Communications is working towards implementation of a new software update that will hopefully provide editors with an easier tool to make updates and changes. Communications is also implementing monthly reports to editors.

The Provost indicated that outdated program information on websites should be directed to the Program Chairs.

8.1.2 *How many students took advantage of the late withdrawal offer that was made as a result of the strike?*

The Registrar confirmed that there were 187 students that took the advantage of the late withdrawal offer that was made as a result of the strike which totaled 295 courses. 37 % of these drops were in CASHS and 63% were in CSAM.

8.1.3 *How have student enrolments changed in Winter 2020, compared with typical changes that occur between Fall and Winter semesters?*

Compared to the changes that have occurred in the last three years the strike does not appear to have had a significant impact on enrolment. The challenge is that we do not track why a student has left.

Year	% change in domestic undergraduate enrolment from Fall to Winter	% change in International enrolment from Fall to Winter	% change in Graduate enrolment from Fall to Winter
2019-2020	-7.8%	+ 5%	-5%
2019-2018	-10%	+ 5%	-8%
2018-2017	-6.8%		-4.6%

8.1.4 *UNBC Political Science Department states that the course based political science graduate students must finish their program in five semesters, but are still required under the graduate calendar to pay for six semesters minimum. Why are students asked to pay for a semester when they cannot engage in course or project work? Is there a plan to clarify this situation in the calendar?*

The Provost replied that this is not a course fee but a program fee that is split over 6 semesters.

8.2 Questions from the floor

8.2.1 *What efforts are the Provost and President making to ensure that the Registrar has the resources he requires to register students in a timely fashion?*

The Provost indicated that there are and have been initiatives to provide additional resources to the Office of the Registrar. They are also looking at making a request to update the software to improve its functionality and improve the efficiency of the Office.

8.2.2 *Are there data on the number of international applicants that are not able to attend because their student visas have been denied or not received in time?*

This question will be directed to the Director of International Education.

8.2.3 *Is there an update on the timeline for the search for a new CIO?*

The Provost reported that engagement with the IT department should be happening in the next couple of weeks.

8.2.4 *The University is experiencing challenges on an operational level with regards to recourse and vacancies in Senior Leadership, is there any update on plans or strategies moving forward.*

The Provost indicated that the President is planning to provide updates and a Town Hall is expected for late February.

Notice of Motion for February Senate

Jackson

That the Senate of the University of Northern British Columbia has lost confidence in the leadership of President Daniel J. Weeks.

9.0 **S-202001.23**
Approval of Motions on the Consent Agenda **Hirsh-Pearson**
Deo
That the motions on the consent agenda, except for those removed for placement on the regular agenda, be approved as presented.

Senator Casperson asked for S-202001.25 be removed from the Consent Agenda.

CARRIED as amended.

10.0 **Committee Reports**

10.1 **Senate Committee on Academic Appeals** **Hartley**

Senator Hartley reported that there are currently no appeals under review. He thanked all the current members of the committee and encouraged all senators to consider applying to the new Senate Committee on Student Appeals when the call goes out.

10.2 **Senate Committee on Academic Affairs** **Ryan**

For Approval:

S-202001.24
Reactivation of Parked Course – COMM 449-3

Deo
That on the recommendation of the Senate Committee on Academic Affairs, the reactivation of COMM 449-3 Advanced Topics in Marketing be approved as proposed.
Effective Date: September 1, 2020
CARRIED

S-202001.25
Reactivation of Parked Course – MATH 435/635

Jensen
That on the recommendation of the Senate Committee on Academic Affairs, the reactivation of MATH 435/635 Numerical Analysis II be approved as proposed.
Effective Date: September 1, 2020

Senator Casperson indicated that these courses were not parked but were deleted in 2008 and referred the motion back to the Senate Committee on Academic Affairs.

10.3 **Steering Committee of Senate** **Hirsh-Pearson**

10.4 **Senate Committee on Nominations** **Casperson**

S-202001.34
Recommendation of Senate Committee Members to Senate
That the following candidate, who has met all eligibility requirements to serve on Senate committees be appointed as proposed.
Effective date: Upon Approval of Senate

SENATE COMMITTEE ON UNIVERSITY BUDGET
Faculty Senator — CSAM (03/31/2020) Allan Kranz

A list of vacancies was provided for information.

10.5 **Senate Committee on Curriculum and Calendar** **Annear**

10.6 **Senate Committee on Admissions and Degrees** **Annear**

10.7 **Senate Committee on First Nations and Aboriginal Peoples** **Ryan**

10.8 **Senate Committee on Honourary Degrees and Special Forms of Recognition**

The next meeting for this committee will take place on February 13, 2020 to review any nominations for Professor Emeritus.

10.9 Senate Committee on Scholarships and Bursaries

Annear

For Approval:

S-202001.26

New Graduate Entrance Research Scholarship – PhD Supplement

Deo

To create the Graduate Entrance Research Scholarship – PhD Supplement.

Effective Date: 2019-2020 Academic Year

CARRIED

S-202001.27

New UNBC Master of Engineering Prize

Jensen

That the new Terms and Conditions for the UNBC Master of Engineering Prize be approved.

Effective Date: 2020-2021 Academic Year

CARRIED

For Information:

SCSB20191211.04 *(approved)*

New Corey Robert Jarvis Memorial Award

That the new Terms and Conditions for the Corey Robert Jarvis Memorial Award be approved.

Effective Date: 2020-2021 Academic Year

SCSB20191211.05 *(approved)*

New Fuller Family Bursary

That the new Terms and Conditions for the Fuller Family Bursary be approved.

Effective Date: 2019-2020 Academic Year

SCSB20191211.07 *(approved)*

New Mosaic Forestry Award

That the new Terms and Conditions for the Mosaic Forestry Award be approved.

Effective Date: 2019-2020 Academic Year

SCSB20191211.08 *(approved)*

New Prince George Italian Club Award

That the new Terms and Conditions for the Prince George Italian Club Award be approved.

Effective Date: 2020-2021 Academic Year

Questions were raised about how applications for SCSB20191211.08 would be assessed to meet the terms of this award.

ACTION ITEM: SCSB20191211.08 should be sent back to committee for further feedback on how applications will be assessed and if required more input from the donor.

SCSB20191211.09 *(approved)*

New Radloff Scholarship

That the new Terms and Conditions for the Radloff Scholarship be approved.

Effective Date: 2020-2021 Academic Year

SCSB20191211.10 *(approved)*

New Seabrook Athletic Leadership Award

That the new Terms and Conditions for the Seabrook Athletic Leadership Award be approved.

Effective Date: 2019-2020 Academic Year

SCSB20191211.11 *(approved)*

New Spike Kendy Bursary

That the new Terms and Conditions for the Spike Kendy Bursary be approved.
Effective Date: 2019-2020 Academic Year

SCSB20191211.13 *(approved)*

New West Fraser Award

That the new Terms and Conditions for the West Fraser Award be approved.

Effective Date: 2019-2020 Academic Year

SCSB20191211.14 *(approved)*

New TC Energy Engineering Scholarship

That the new Terms and Conditions for the TC Energy Engineering Scholarship be approved.

Effective Date: 2020-2021 Academic Year

SCSB20191211.15 *(approved)*

New Walker Wood Engineering Scholarship

That the new Terms and Conditions for the Walker Wood Engineering Scholarship be approved.

Effective Date: 2020-2021 Academic Year

SCSB20191211.16 *(approved)*

Revised Heather Sadler Jenkins Annual Scholarship

That the revised Terms and Conditions for the Heather Sadler Jenkins Annual Scholarship (including name change to: HSJ Lawyers LLP Scholarship) be approved.

Effective Date: 2019-2020 Academic Year

SCSB20191211.17

Revised TransCanada Corporation Indigenous Community Development Award

That the revised Terms and Conditions for the TransCanada Corporation Indigenous Community Development Award (including a name change to: TC Energy Indigenous Award) be approved.

Effective Date: 2020-2021 Academic Year

10.10 Senate Committee on University Budget

11.0 Information

None.

12.0 Other Business

None.

13.0 S-202001.28 (10 minutes)

Move to In Camera Session

Parent

That the meeting move In Camera

CARRIED

15.0 S-202001.33

Adjournment

General Consent

That the Senate meeting be adjourned.

CARRIED

The meeting adjourned 5:13 p.m.