THE UNIVERSITY OF BRITISH COLUMBIA
Vancouver Senate Secretariat
Senate and Curriculum Services
Enrolment Services
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# VANCOUVER SENATE

## MINUTES OF NOVEMBER 15, 2000

### Attendance

The Third Regular Meeting of the Senate of the University of British Columbia for the Session 2000/01 was held on Wednesday, November 15, 2000 at 8:00 p.m. in Room 102, George F. Curtis Building.

**Present:** President M. C. Piper (Chair), Vice-President B. C. McBride, Dean F. S. Abbott, Dr. P. Adebar, Mr. R. Affleck, Dr. J. D. Berger, Dr. R. W. Blake, Ms. E. Blewett, Dean J. Blom, Mr. P. T. Brady, Dr. H. M. Burt, Dean J. A. Cairns, Ms. E. J. Caskey, Mr. T. C. Y. Chan, Ms. T. Chung. Ms. J. Dennie, Dr. D. Fisher, Ms. K. Gammon, Dr. R. Goldman-Segall, Dr. D. Granot, Dean F. Granot, Mr. E. Greathed, Dr. S. W. Hamilton, Dr. A. G. Hannam, Rev. T. J. Hanrahan, Dr. P. E. Harding, Dr. J. Helliwell, Ms. J. Hutton, Dean M. Isaacson, Ms. S. Iwagami, Dr. D. D. Kitts, Dr. S. B. Knight, Mr. J. Kondopulos, Dr. V. LcMay, Ms. P. Liu, Mr. R. W. Lowe, Ms. Y. Lu, Dr. D. M. Lyster, Dr. P. L. Marshall, A/Dean J. A. McLean, Mr. W. B. McNulty, Ms. V. G. Mirehouse, Dr. P. N. Nemetz, Ms. J. Parry, Dr. G. N. Patey, Dr. T. F. Pedersen, Dr. J. Perry, Dr. W. J. Phillips, Mr. G. Podersky-Cannon, Dean M. Quayle, Ms. C. Quinlan, Ms. K. Riecken, Dr. H. J. Rosengarten, Dr. K. Schonert-Reichl, Dr. C. Shields, Dr. D. Sjerve, Dr. C. E. Slonecker, Dr. B. Stelck, Dr. R.C. Tees, Dr. J. R. Thompson, Dean R. J. Tierney, Dean A. Tully, Mr. D. Visser, Ms. K. Wilker, Dr. D. Ll. Williams, Dr. R. A. Yaworsky.

**Regrets:** Dr. W. L. Sauder (Chancellor), Mr. P. T. Burns, Dr. J. H. V. Gilbert, Mr. H. D. Gray, Ms. M. Hassen, Dr. C. Jillings, Dean M. M. Klawe, Dr. B. S. Lalli, Mr. T. P. T. Lo, Dr. M. MacEntee, Dr. W. R. McMaster, Dean D. Muzyka, Mr. H. Poon, Dr. V. Raoul, Mr. A. F. Sheppard, Ms. L. M. Sparrow, Mr. D. Tompkins, Mr. D. R. Verma, Mr. B. Warren, Dr. R. J. K. Wilson, Dean E. H. K. Yen.

### Senate Membership

NEW STUDENT REPRESENTATIVES

1. Ms. Tiffany Chung, Faculty of Commerce and Business Administration;
2. Ms. Sakura Iwagami, Faculty of Dentistry;
3. Ms. Erica J. Blewett, Faculty of Education.

The President welcomed each of the new members to Senate.

## Minutes of the Previous Meeting

*Dr. Tees*
*Dean Cairns*
} *That the Minutes of the meeting of September 13, 2000 be adopted as circulated.*

Carried.

## Business Arising from the Minutes

### CORRECTION TO PRELIMINARY ENROLMENT FIGURES

Dr. Spencer circulated an amended version of a table entitled "2000-2001 Domestic Undergraduate Enrolment as at September 8, 2000." He stated that there had been an error in the version of the document that was circulated at the September 13, 2000 meeting of Senate.

*[Note: Copies of this document are available from the Manager, Secretariat Services.]*

## Remarks from the Chair and Related Questions

### TRIP TO BC INTERIOR

President Piper described a trip she had taken to the BC Interior, including Kelowna and Kamloops, in late September 2000. The President visited high schools, hosted alumni gatherings, visited a winery affiliated with the BC Wine Research Centre, and officiated at the opening of a new dairy research centre.

### TRIP TO ASIA

President Piper reported that a recent visit to Asia had been quick, but very successful. Stops included Korea, Singapore and Hong Kong. Alumni divisions in these areas were reported as growing in stature and enthusiasm. Alumni gatherings in each of Seoul, Singapore and Hong Kong attracted between 100 and 200 people. The President met with representatives from key universities: Korea University, Seoul National University, National University of Singapore, and the Chinese University of Hong Kong. Dean Quayle, Dean Granot, and delegates from the Insti-

tute of Asian Research joined the President for parts of the visit. President Piper reported that she felt very privileged to represent UBC in this important part of the world.

NOVEMBER 2000 CONGREGATION

The President reminded members of Senate that congregation ceremonies were to be held on November 23rd and 24th. Approximately 2335 students were to graduate in eight ceremonies: 711 graduate students, and 1624 undergraduate students. The President encouraged members of Senate to take part in this exciting event, and added that it was important for graduates, their families, and their associates to witness the support of the academic community.

## Financial Statements

President Piper invited Mr. Terry Sumner, Vice President, Administration and Finance, to present the University's Financial Statements for the fiscal year ending March 31, 2000. Mr. Sumner introduced Ms. Dana Merritt, Director of Budgets, and Mr. Ian Burgess, Controller.

BACKGROUND

The Financial Statements had been approved by the Board of Governors in June 2000, and had been subsequently distributed across the University community, to government officials, to libraries and to other universities. The University's Annual Report, reproduced in the Vancouver Sun, published highlights of the Financial Statements. Highlights were also presented at the UBC Annual General Meeting held at the Chan Centre for the Performing Arts in October 2000.

The Auditor General had provided an unqualified opinion, which confirmed that the University's Financial Statements "present fairly in all material respects the financial position and results of its operations and its cash flows in accordance with generally accepted accounting principles."

**HIGHLIGHTS**

Total revenues were approximately $836 million, representing an increase of $94 million over the previous year. The increase included additional investment income ($37 million), government grants and contracts ($30 million), "other," including credit and non-credit fees ($8 million), and non-government grants and contracts ($12 million).

The operating grant from provincial government had increased from $276 million to $280 million. The majority of this increase ($3.4 million) resulted from UBC's admission of 486 additional students. Research awards had risen significantly, from $141 million to $166 million. The University ended the year with a net operating surplus of approximately $2 million, reducing the accumulated deficit to $2.3 million.

Net assets were valued at $713 million. Cash and short-term investments, as a measure of UBC's liquidity, were reported at $68 million. Long-term debt, which was primarily related to ancillary businesses, was reduced from $65 to $59 million. Market value of UBC's endowments was $640 million at year-end.

**REVENUES**

The Government of British Columbia provided UBC with approximated $317 million, or 38% of its total revenues. This included the University's operating grant, as well as capital and research monies, and non-research contract-type money. Sales and services, conducted mostly through UBC's ancillary enterprises, totalled $163 million. Credit and non credit tuition fees totalled $106 million, which represented 13% of total revenues.

**RESEARCH FUNDS**

The Faculty of Medicine attracted $67 million in research funding, which represented 41% of total research revenues. This represented a $9 million increase over the previous year. The next largest portion of research funding came to the Faculty of Science, with $39 million. The Faculty of Arts attracted $8 million, or 5% of research revenues. This represented an increase of $2 million over the previous year.

**EQUITY**

As of March 31st 2000, the University held $14.8 million in equity in approximately 38 companies formed as a result of university research. Given market volatility, this amount is subject to frequent fluctuation. Royalty income amounted to $1.2 million annually.

**ENDOWMENTS**

The total market value of UBC's endowment funds was $640 million, invested in a balanced portfolio. Income from these investments for 1999/2000 was $71.8 million. Of this income, $31 million was expended on student awards and academic and research programs as specified by donors, and $40.8 million was reinvested in the endowment fund.

The President thanked Vice President Sumner, as well as Mr. Burgess and Ms. Merritt.

## Candidates for Degrees

*Mr. Brady*
*Dean Isaacson*

*That the candidates for degrees and diplomas, as approved by the Faculties and Schools, be granted the degree or diploma for which they were recommended, effective November 2000, and that the Registrar, in consultation with the Deans and the Chair of Senate, be empowered to make any necessary adjustments.*

Carried.

## From the Board of Governors

Notification of approval in principle of Senate recommendations: subject, where applicable, to the proviso that none of the programs be implemented without formal reference to the President, and that the Deans and Heads concerned with new programs be asked to indicate the space requirements, if any, of such new programs.

i. Recognition of the Advanced Materials and Process Engineering Laboratory (AMPEL) as a research laboratory of the University of British Columbia (pp. 12481-2)

## Admissions Committee

Dr. Lyster presented the Admissions Committee reports, as Chair of the Committee.

### ASSOCIATE DEGREES AND UBC ADMISSION POLICIES

The following statement should be added to the UBC 2000/01 Calendar, page 42, in the section on Undergraduate Admission: Applicants from a College or University. Insert in the third column immediately following the first paragraph ending ".....credit may not satisfy."

**"Associate Degrees**

Students with Associate Degrees of Arts or Science from a recognized College or University College in British Columbia or the Yukon, if admitted to the Faculty of Arts or the Faculty of Science, are guaranteed full transfer credit (60 credits) for the work done for their Associate Degree. Students must still meet all 100 and 200 level course requirements for specific degree programs (e.g., majors, honours, faculty-level requirements) and this may require students to take more than 120 total credits to earn their degree. Students admitted with Associate Degrees must meet the competitive admission average for the program to which they apply if this average is above the published minimum."

*Rationale:*

- *Clarifies access to UBC for transfer students who have Associate Degrees*
- *Positions UBC better as a responsible partner in the BC post-secondary system*
- *Emphasizes the coherence of programs of study in the first two years of university.*

*Dr. Lyster*
*Dr. Fisher*
} *That the proposed policy on Associate Degrees and UBC Admissions Policies be approved.*

Carried.

## ARABIC 11 AS AN APPROVED GRADE 11 LANGUAGE

**Proposed Calendar Entry: (page 38, column 2)**

Add Arabic 11 to the list of Approved Grade 11 Language Courses on page 38 of the UBC Calendar.

*Rationale:*

*The BC Ministry of Education has approved the Integrated Resource Package (IRP) for Arabic and has asked us to approve Arabic 11 as satisfying the Language 11 admission requirement and Arabic 11 and 12 as satisfying the second language requirement for the Faculty of Arts undergraduate degree programs. Dr. Hanna Kassis (UBC Professor Emeritus) reviewed the package favorably and agreed that Arabic 11 should satisfy the admission requirement.*

Effective Date: September 2001

*Dr. Lyster*
*Dean Blom*
} *That Arabic 11 be accepted as an approved Grade 11 language course for admission to Faculty of Arts undergraduate degree programs.*

Approved.

## FACULTY OF LAW: PART-TIME LL.B. PROGRAM ADMISSIONS STATEMENT

**Present Calendar Entry (page 284, column 2):**

**Half-time Program and 60% Program**

To be eligible for the half-time or 60% program, students must demonstrate special needs resulting from such factors as family responsibilities, financial or health problems. A maximum of ten students per year will be admitted on this basis. Students admitted in the categories of the National Committee, Advanced Standing, Transfer or Visiting (Letter of Permission) are ineligible for this program.

Ordinarily students on this program must complete half the normal course load for full-time students in each academic year. They cannot access upper-year courses until first

year has been completed. However, in order to facilitate access to funding programs, students may be permitted, at their option, to take 60% of the normal full-time number of credits per Winter Session. Students who have completed 60% of the first-year program in their first Winter Session shall, in addition to the remainder of the first-year program, be permitted to take in their next Winter Session such credits from the upper-year offerings as may be required to bring the student's load up to 60% of the normal load (i.e., 18 credits). The choice of such additional credits shall be subject to the approval of the Associate Dean.

Once they have completed all the requirements of first-year Law, students in the program may transfer to full-time status provided their academic requirements are met. Similarly, a full-time student in second or third year and in good standing may, for compelling reasons, be permitted by the Admissions Committee to transfer to the half-time program provided the maximum number of half-time and 60% students will not be exceeded.

**Proposed Calendar Entry to replace the present text and title/heading: (changes in bold)**

**Part-Time LL.B. Program**

**The part-time program enables students to take a reduced course load. In first year, the student may opt for a part-time course load that ranges from 16 to 26 credits instead of the 32-credit full-time course load. In the upper years, a part-time student may select a course load ranging from 14 to 27 credits. To be eligible for the part-time program, a student must demonstrate special needs.** A maximum of ten students per year (30 students in total) will be admitted on this basis. Students admitted in the categories of the National Committee, Advanced Standing, Transfer or Visiting (Letter of Permission) are ineligible for this program.

**Ordinarily students on this program must complete not less than 50% of the normal course load for full-time students in each academic year. In first year, 50% of the normal course load is 16 credits. In the upper years, 50% of the normal course load is 14 to 17 credits. However, in order to facilitate access to funding programs, housing or to complete the LL.B. program sooner, students may at their option take from 60% to 80% of the normal full-time number of credits per Winter Session. Part-time students are ineligible for scholarships that are based on ranking in the year or class. However, part-time students are eligible for course prizes and other scholarships.**

**At the commencement of the first or second term of the Winter Session, students in the program may transfer to full-time status with the approval of the Associate Dean for the LL.B. program. Similarly, a full-time student in good standing may for compelling reasons transfer to the part-time program provided the maximum number of part-time students will not be exceeded, and subject to the approval of the Associate Dean for the LL.B. program.**

*Rationale:*

*Early this spring, the Faculty of Law's Curriculum Committee met with the Law Faculty's Equity Committee and members of the staff to hear representations from students for a more flexible part-time LL.B. Emerging from this discussion, the proposal would*

*enable part-time students at their option to take not less than 50% nor more than 80% of the full-time load. Mature and disabled students in particular requested more flexibility in the requirements to complete the LLB program on a part-time basis. The change would allow part-time students to tailor their course loads to accommodate their particular circumstances without compromising the quality of the program. However, the Faculty of Law's Committee is mindful that the change imposes additional administrative burdens on faculty and staff. Nevertheless, the Committee regards the change as consistent with the UBC Academic Plan's concern for restructuring course credits to accommodate a more diverse cohort of learners. At its meeting on September 26, the Faculty Council unanimously approved this proposal.*

Effective Date: January 1, 2001

*Dr. Lyster*
*Dean Blom*
} *That the revised admissions statement for the Part-Time LL.B. Program in the Faculty of Law be approved.*

Carried.

**Student Awards Committee**

*Please see 'Appendix A: New Awards.'*

As Chair of the Committee, Dr. Thompson presented the new awards for approval. He remarked that the proposed awards represented a total value of $66,000. Two corrections were made to the circulated list:

1. DOUGLAS Symes & Brissenden Prize in Trusts: award was withdrawn;
2. SWINTON & Company: award name was changed to reflect new company name of MILLER Thomson, LLP.

*Dr. Thompson*
*Dean Isaacson*
} *That the awards listed be accepted, with the above amendments, and recommended for approval by the Board of Governors, and that letters of thanks be sent to the donors.*

Carried.

## Tributes Committee

*Please see 'Appendix B: Memorial Minute for Loring (Jack) Goodwin Mitten.'*

*Dr. Helliwell*
*Dr. Slonecker*
} *That the memorial minute for Loring (Jack) Goodwin Mitten be recorded in the Minutes of Senate.*

Carried.

## Reports from the Vice President, Academic and Provost

LECTURE START-TIME CHANGE PROPOSAL

Vice-President McBride presented the following report for the approval of Senate. Mr. Gordon Lovegrove, Director, Transportation Planning, and Ms. Kelly Simmons, Coordinator, Classroom Services, were in attendance to assist in answering questions from members of Senate.

***Background***

On July 25, 1997,the University and the Greater Vancouver Regional District entered into a Memorandum of Understanding (MoU) concerning implementation of the Official Community Plan (OCP) for the UBC area. Development of UBC lands facilitates many of the strategies contained in the TREK 2000 Vision and Academic Plan.

In the MoU, UBC is committed to pursue a 20% reduction in Single Occupant Vehicle (SOV) traffic to/from campus, and a complementary 20% increase in transit ridership. Keys to achieving these transportation targets include the development of a UBC Strategic Transportation Plan (STP), which was approved by the UBC Board of Governors on November 18, 1999, and collaboration with stakeholders (students, staff, faculty, the City of Vancouver, TransLink, and surrounding communities). A UBC Transportation Advisory Committee (TAC) has been meeting regularly since 1997 throughout this process, with bi-monthly status reports to the Board of Governors.

In implementing the UBC STP, the MoU also commits UBC to investigate the possibility of changing class scheduling, in conjunction with transit scheduling, to reduce peak flows in the long term. Initial reviews in 1999 revealed this was a feasible possibility, and would help minimize costs of a universal transportation pass program (U-TREK Card) for students, staff, and faculty. A Class Start-Time Shift (STS) planning and consultation process has been underway since January 2000 to gauge support for and administrative requirements of possible implementation in September 2001, at the same time the U-TREK Card is launched. The staff committee working on this project

includes: Director of Transportation Planning (chair), Director of Classroom Services, and Associate Registrar of Student Services.

The purpose of this report is to present the results of planning and consultation to date for the information of the Senate, and to receive any comments. Based on input received, a report is being prepared for consideration of the UBC Board of Governors to implement changes to class-start times in September 2001.

*Transit Needs*

To solve existing bus over-crowding problems, and to meet future UBC transportation targets, TransLink needs to add significant transit service. Existing campus arrival and departure patterns reveal a higher and `peaked' demand for arrivals in the morning versus departures in the afternoon. The peak hour currently is 7:45 am to 8:45 am, which also conflicts with the peak demand for buses elsewhere in the region, meaning there are no other buses available to serve this demand. Consequently, UBC students, staff, and faculty are regularly `passed-by' by over-crowded, full buses, leading to delays and complaints accessing the campus. Translink have stated that it will take at least five years to add buses to address existing over-crowding problems on buses coming to UBC.

Compounding this problem are UBC OCP/MoU commitments, which obligate UBC to implement the STP and U-TREK Card, which is forecast to add over 30% more ridership demand onto UBC bus routes by September 2001. There will need to be new buses bought to serve this additional future morning peak demand to UBC. Current estimates are that UBC would need over 30 additional buses serving UBC as of Fall 2001 for the U-TREK Card launch.

A joint review by UBC and TransLink has confirmed that this number could be reduced (avoiding over $1 million in annual transit costs) by shifting UBC class start times by 30 minutes, to reduce and spread out the demand. If the class start time shift is not implemented, TransLink have taken the position that UBC must pay for the additional buses, meaning higher U-TREK Card prices and/or Parking costs.

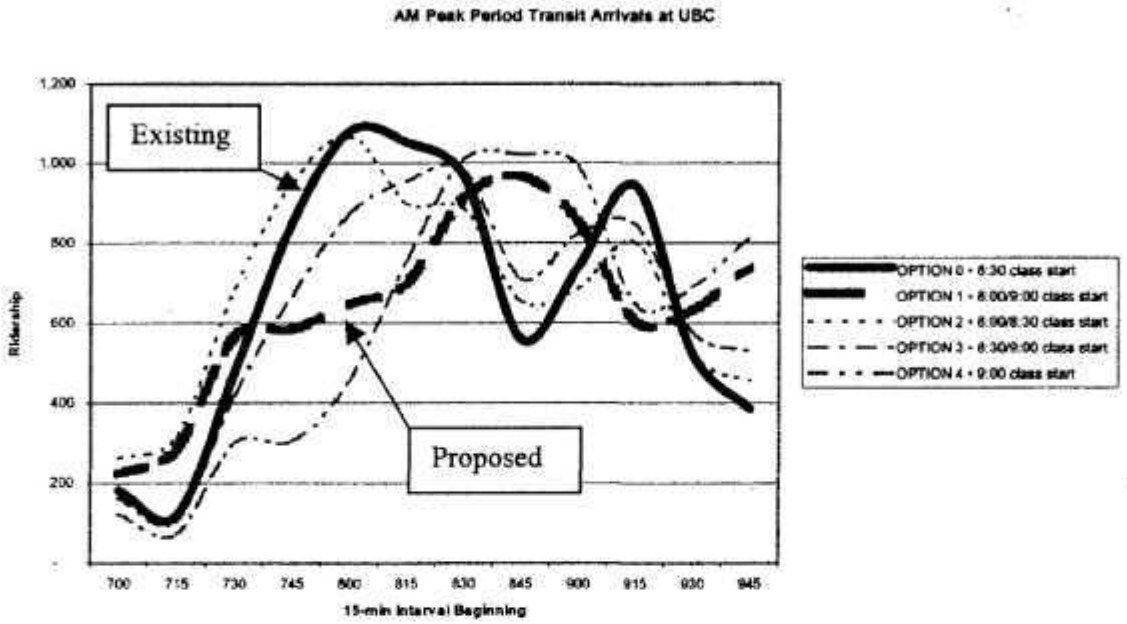
*Class Start Times*

After reviewing a number of different scenarios, the only way to accomplish this `spread-out' would be to shift approximately two-thirds of class starts from 8:30 am to 9:00 am, and one-third from 8:30 am to 8:00 am. All classes throughout the day would also shift 30 minutes, putting UBC on an on-the-hour class (i.e. lectures and labs) schedule. The last daytime lecture would end at 6 pm (formerly 5:30 pm).

Specific course schedules in each department/faculty will be the subject of more discussion within and between departments. Some faculties (e.g. Science) may wish to shift all classes together, at least initially, to avoid conflicts between lectures and lab schedules. This could be accommodated by having enough courses in other faculties (e.g. Arts) shift the other way to create the desired balance. The Registrar's Office has detailed information on the classes and students by faculty, by schedule, and will play an important feedback and coordination role throughout this process initially.

Discussions with representatives from Science, Applied Science, and Arts faculties indicates that the shift to on-the-hour class starts could be accommodated with a mini-

mum of disruption in the first year by having all Science / Ap.Sc. lectures and labs move 30 minutes earlier, and all Arts lectures move 30 minutes later. The shift direction for other faculties would also be similarly coordinated so that the overall effect on arrivals to UBC 'spreads out' as per that desired.




*Consultation*

Consultation has been ongoing over the last year, both as part of the development of the STP, and since January 2000 with establishment of a staff working group on this particular issue. Initial consultations with students, staff, and faculty as part of the STP process suggested that it is supported and doable, with potential classroom utilization benefits, subject to a comprehensive review. The UBC Board of Governors authorized TREK to pursue further consideration of shifting class start times in November 1999, with the adoption of the UBC Strategic Transportation Plan.

Since January 2000, meetings have been held with the following groups to discuss this proposed class start-time shift: AMS, Associate Deans, Deans, SIS Advisory Committee, Timetable representatives, Faculty Business Administrators, UBC Housing & Daycare, Food Services, Human Resources, Parking & Security, MADHU, Faculty, Union, AAPS, and various departmental and faculty Curriculum committees. Although not unanimous, comments received generally reflect earlier support for the recommended schedule changes, as follows:

- Increased transit capacity to UBC at no cost, means less crowded buses
- Increases available seat-hours in existing classrooms by 5 to 10%, due to extra hour in the day
- Should occur in any case, regardless of whether or not the U-TREK Card occurs, as it improves transit service to UBC and increases available classroom seat-hours.

- Helps UBC to implement TREK 2000 vision and OCP commitments
- Helps get the U-TREK Card launched, reduces the cost of the U-TREK Card
- Although some pedagogical concerns over early classes (i.e. sleepy students), Dentistry Faculty is already at an 8 a.m. start and initial comments are positive
- The Civil Engineering Department in the Faculty of Applied Science have sent a letter of unanimous support
- Other than daycare (possible extra staff required), and the initial re-scheduling process (i.e. timetable reps), support staff impacts would be minimal (i.e. the proposed 30 minute shift is small enough that it can be accommodated within most existing support staff shifts/schedules.)
- At their Council meeting on September 13th, 2000, the AMS approved a motion of support for this class start-time shift proposal by over two-third majority.

*Daycare*

UBC Daycare Services operate from 8 am to 5 (toddler) or 5:30 pm (3 - 5 year old), Monday to Friday. Its clientele include: students (40%, mostly grad students), faculty (20%), staff (15%), and alumni/community (25%). They also operate a school-age program, between 7:15 am and 6 pm, of which 65% of children come from UBC student families. Consultation with representatives of the parents group indicates little concern. The current daycare hours do not cover the current UBC day-class hours. Most student clients being grad students would not have 8 am class starts. With the current daycare hours not covering the entire school day, faculty with children are already required (and have been doing so) to schedule their classes in consultation with their individual faculty schedulers, to suit their family needs and daycare hours. Other UBC support staff hours (e.g. Student Services, 8:30 to 4:30) do not cover the entire day class hours either; no change is anticipated.

Daycare administration staff have indicated that there could be the need to add additional daycare shifts to provide required caregiver: child coverage ratios over the extended hours, depending largely on demand and individual clientele needs. Depending on the demand and shift configuration, this ongoing cost might be in the range of $50,000 to $80,000 per year. This could be partially funded from the U-TREK Card program, and/or other sources (e.g. annual daycare fee increases). Daycare administration are concerned that any increase in daycare fees might impact jeopardize other current daycare funding. Staff will consult with daycare staff on an ongoing basis to address this concern.

*Implementation Guidelines*

As each department / faculty controls schedules its own lectures / labs, this will require careful coordination initially to achieve the intended effect. The staff working group would work with timetable representatives and the Registrar's office on the initial launch, utilizing a number of guiding principles for reference, as follows:

- On average across the entire university, a maximum 33% of classes formerly starting at 8:30 am, would need to be `shifted' to start at 8 am

- The remaining majority of classes formerly starting at 8:30 am would be `shifted' later to 9 am
- These 'shifts' can occur across entire faculties, or by departments within faculties, or just by individual courses offered within each faculty - the critical factor is that the overall UBC average show the 33/67 start-time shift noted above
- The Registrar's Office will continue to provide central coordination services, to ensure overall coordination and achievement of the 33/67 split
- Support staff working-days need to stay within the maximum allowed under respective collective agreements; this is particularly important to keep in mind for lab scheduling and daycares
- Early (i.e. 8 am) and late (i.e. 5 pm) class/lab start-time slots should take into consideration possible daycare needs for faculty, staff, and students (mainly graduate).
- In order to meet publication deadlines and for the scheduling software to assign space, the majority of course scheduling for the 2001/2002 Winter Session must be completed by timetable representatives between November 1 and January 26, 2001.

As timetable representatives have limited time and access to complete scheduling, it is recommended that approval of this change be considered no later than November 2000. A report is being prepared for consideration of the Board of Governors in November.

***Budget***

Only one hard cost has been identified - daycare, at an $80,000 worst case.

Funding would come from annual daycare fee increases, and/or U-TREK Card program revenues. This would be the subject of annual budget review process.

*Next Steps*

- Approval by Board of Governors - November 2000
- Implementation - September 2001

## Proposed implementation of changes in class start times

***Appendix to Lecture Start-Time Change Proposal, submitted by Dr. R. A. Spencer, Registrar***

These notes outline how Student Services is proposing to implement a change in class start times, if this change is approved.

1. Most classes will have start times from 8 AM to 5 PM (most current start times are from 8:30 AM to 4:30 PM).
2. Most classes will start on the hour, instead of the half hour. Some 1.5 hour classes will start on the half-hour. However, there will continue to be some classes that start at non-standard times.
3. The majority of classes with current start times from 8:30 to 4:30 will initially be re-scheduled to start 30 minutes later. However, in some faculties and departments, classes will be re-scheduled to start earlier. The decision on whether to initially re-schedule specific classes to start earlier or later will be made in consultation with faculty and department representatives.

4. Courses currently starting at 5 PM or later will not be rescheduled, except where timetable representatives reschedule individual courses.
5. Following the initial conversion of the existing schedule to the new times, faculty and departmental timetable representatives will be able to move existing courses to new times, and to schedule new courses at the times that work best, as they do now.
6. The standard sequences for 3 credit courses will be:

| Monday, Wednesday and Friday |
| --- |
| 1 hour classes starting on the hour, with start times from 8 AM to 5 PM |
| **Tuesdays and Thursdays** |
| Three 1.5 hour classes in the morning, starting at 8, 9:30 and 11 AM |
| Two 1.5 hour classes in the afternoon, starting at 2 and 3:30 PM |

7. The use of standard start times and sequences will be strongly encouraged to allow effective use of rooms and permit maximum freedom of choice when students are selecting courses.
8. Subject to approval by Senate, the two hour break from 12:30 to 2:30 on Thursdays, during which classes should not normally be scheduled, would be either moved to 12:00 to 2:00, or shortened to 90 minutes and moved to 12:30 to 2:00. Some courses are currently scheduled in this period, and this may continue to be the case. If the break is not reduced to 90 minutes, the third 1.5 hour class on Thursdays would run into the 2-hour period by 20 minutes.
9. Many courses do not use the standard 3 credit course sequences. Recommended start times for most of these courses are shown in Appendix 1.

Where non-standard start times are necessary in specific programs, these would continue to be used.

RECOMMENDED STANDARD START TIMES

The most common class durations are: 1, 1.5, 2, 3 and 4-hours. Most 1-hour classes start at well defined standard times. Standard starting times for the other class durations are not as well defined, with some classes starting on every half-hour and hour boundary. The most common start times for each duration are shown below, together with new recommended standard start times.

| Class duration | Current standard start times for common class durations[1] | Proposed standard start times for common class durations | Thursday break 12:00-2:00 or 12:30-2:00[3] (start times below should not be used) |
|---|---|---|---|
| 1 hour | On the half-hour<br>8:30, 9:30, 10:30 ... | On the hour<br>8:00, 9:00, ..., 5:00 | 12:00<br>1:00 |
| 1.5 hours | 8:30, 10:00, 11:30,<br>2:30, 4:00 | 8:00, 9:30, 11:00[2]<br>2:00, 3:30 | |
| 2 hours | 8:30, 10:30,<br>2:30, 4:30<br>*1:30 and 3:30 are also popular starting times* | 8:00, 10:00 12:00,<br>2:00, 4:00<br>*1:00 and 3:00 could also be alternatives for any day except Thursday* | 12:00<br><br>*1:00* |
| 3 hours | 9:30<br>1:30 or 2:30 | 9:00<br>1:00 or 2:00 | 1:00 |
| 4 hours | 8:30<br>1:30 or 2:30 | 8:00<br>1:00 or 2:00 | 1:00 |

[1]With the exception of the 4-hour meetings, classes are currently starting on every half-hour and hour time boundary.

[2] 1.5 hour courses scheduled at 11:00 on Tuesdays and Thursdays will extend into the 2 hour Thursday break time by 20 minutes. If the break is reduced to 90 minutes this will not conflict.

[3] If the break remains at 2 hours, it will be scheduled from 12:00 to 2:00. If Senate approves shortening it to 90 minutes, it would be scheduled from 12:30 to 2:00. Most students would have a 2-hour break, as the only conflicting standard sequence would be 1.5-hour classes beginning at 11:00. Having the ability to schedule 1.5-hour classes at 11:00 is critical for many faculties and departments.

*Vice President McBride*
*Dean Granot* } *That the Lecture Start-Time Change Proposal be approved.*

Mr. Greathed remarked that 8:00 a.m. was not the optimal time for students to attend classes, as demonstrated by clinical studies. He added, however, that since the students had endorsed the plan, that the Senate should approve it as well. In response to a query from Mr. Greathed, Mr. Lovegrove confirmed that Food Services would extend its hours to accommodate the new schedule, but that the Student Services offices in Brock Hall would not change their hours of operation.

Dr. Tees asked whether the proposers had examined the issue of additional costs to Faculties and Departments for audio-visual services. Mr. Lovegrove responded that, for the most part, the change could be accommodated by splitting the shifts worked by audio-visual technicians. He added that Departments incurring direct costs related to additional shifts might be eligible to receive funding from the U-TREK program.

Dr. Yaworsky pointed out that there was some precedent for Senate's consideration of class scheduling issues, and referred to the 1997 approval of a 12:30 p.m. to 2:30 p.m. break between classes on Thursdays. The report that led to the approval of the 2-hour break had been presented by the Academic Policy Committee. He added that the start-time change proposal would have wide-reaching implications.

*Dr. Yaworsky*
*Mr. Podersky-Cannon*

*That the Lecture Start-Time Change Proposal be referred to the Academic Policy Committee for review.*

Dr. Spencer stated that, if Senate approval of the proposal were delayed until December 2000, it would not be possible to implement the scheduling changes for September 2001.

Vice President McBride, speaking against the motion to refer, stated that extensive discussion had already taken place on campus, and that consultation had been conducted with staff, faculty and students. Furthermore, future negotiations with the transit authority depended upon the approval of the start-time shift.

Dr. Tees also spoke against the motion to refer, but added that he would be interested to hear what issues the Academic Policy Committee might explore. Dr. Yaworsky stated that he was distressed that Senate had been presented with a proposal on the last possible day that it could be approved, and offered the opinion that the proposal should have been brought forward at an ear-

lier date. He stated that the Academic Policy Committee should be granted the opportunity to conduct a cursory review of the implementation guidelines.

Ms. Simmons offered information about the process followed in developing the proposal, which had included meetings with timetable representatives, information sessions on likely impacts on scheduling, and meetings with identified representatives from each Faculty. Testing of the scheduling system had been conducted, and Ms. Simmons reported that Classroom Services felt well prepared to effect the necessary changes.

The motion to refer was put and defeated.

The motion to approve was put and carried (2 opposed)

**ACADEMIC COMMITTEE ON THE CREATIVE USE OF LEARNING TECHNOLOGIES (ACCULT) DISCUSSION PAPER**

*[Note: the text of this report does not appear in the Minutes. Copies are available from the Manager, Secretariat Services.]*

Dr. McBride presented a discussion paper entitled "The Creative Use of Learning Technologies," which had been prepared by the Academic Committee on the Creative Use of Learning Technologies (ACCULT). He invited Dr. Neil Guppy, Associate Vice President, Academic Programs, and Mr. Tony Bates, Director, Distance Education and Technology, to address Senate. Two additional members of the ACCULT were present: Mr. Ted Dodds, Associate Vice President, Information Technology, and Prof. Kathy Pichora-Fuller from the School of Audiology and Speech Sciences.

Dr. Guppy stated ACCULT hoped to assess whether they had correctly captured the Senate's sense of where learning ought to be moving at UBC, and what role learning technology ought to

play. ACCULT was also seeking feedback about whether the discussion paper identified some of the necessary steps toward our vision of learning. Dr. Guppy acknowledged that ACCULT cannot know exactly how technology would effect learning, but focused instead on a process that the University might adopt to place itself strategically for upcoming changes. Dr. Guppy emphasized that the newer forms of learning technology, such as computer-enabled or video-enabled learning, could enhance learning at UBC, but that they would not completely replace traditional teaching and learning methods.

With information gathered from various workshops, meetings and focus groups, ACCULT had developed a number of scenarios depicting learning with technology. One such scenario was illustrated by a video entitled, "UBC 2005: Learning with Technology," and the video was shown to Senate.

Mr. Bates pointed out that the video represented just one of many different scenarios. The video deliberately focussed on the student's perspective, and did not cover the faculty's perspective, nor the necessary technical support. Mr. Bates explained that ACCULT wished to confirm that they were heading in the right direction before developing proposals to address funding and technical support. As technology would allow almost any kind of teaching, Mr. Bates urged members of Senate to consider what kind of teaching would be most desirable.

Dr. Guppy asked for general comments from members of Senate, and stated that ACCULT intended to bring a fuller set of recommendations back to Senate in the spring of 2001.

Dr. Blake expressed the opinion that ACCULT was heading in the right direction. He added that an evaluation of the likelihood of particular pitfalls and how they might be avoided would be helpful.

Dr. Berger stated that the human infrastructure required to implement the technologies outlined in the report was a fundamental issue for Departments, especially given the current climate of fiscal restraint. Since many departments fall short financially just in terms of supporting their basic missions, a substantial redirection of funding would be necessary.

Dr. Tees described his involvement with a network of graduate department heads in Psychology, and stated that many members of this group could offer expertise about implementing learning technologies. He agreed with Dr. Berger that either an infusion of new funds or a major redeployment of existing funds would be necessary, and added that evaluation would be crucial during implementation to ensure that our efforts are improving learning.

Dean Tierney expressed appreciation for the statement about weaving the cost of technology into budgets on an annual rate, rather than on a one time basis. He stated the that video appeared to place students in a receptive rather than constructive mode with technology. He suggested the development of a strategic plan about how the University would move ahead with regard to professional support, given the wide range of faculty experience and expertise related to technology. Dr. Goldman-Segall expressed the opinion that the deployment of new media was remarkably slow and problematic on many levels, and that implementation could only be accomplished in incremental steps. She stressed the need for a clear vision for teaching and learning in the context of new media, and added that she would like Senate to see some of the work being done at UBC and elsewhere and to examine other models.

Dr. Lyster stated that it was important to deal with issues such as obsolescence, and gave an example of data stored in 1997 that had since become inaccessible.

Mr. Podersky-Cannon commended ACCULT for an excellent video production, which would help the University community become excited about the possibilities associated with learning technologies. He suggested that a thorough downside risk analysis be conducted. He asked whether implementation could happen incrementally, or whether it would be necessary to install computer cables over entire Faculties or the entire campus. He also remarked on the high cost of some of the hardware shown in the video.

Dr. Burt explained that the Faculty of Pharmaceutical Sciences was faced with the task of building a new curriculum, likely using case-based or problem-based learning. She described one of the challenges as how to teach students to efficiently access, retrieve, evaluate and disseminate information.

Some members of Senate felt that the video implied the devaluation of traditional learning methods. The title, "UBC 2005: Learning with Technology," for example, implied that no other technologies had been used in the past.

Ms. Quinlan stated that interesting work was being done on campus in the area of technology, and that the University could look to build upon that work. She added that many of these efforts had been funded on a one-time basis using soft funds, and that a these funds should be moved into a more confirmed, ongoing area of the University budget.

Vice President McBride thanked the Committee for its work, and stated that the feedback from members of Senate would be taken under consideration. He stated that, given the progressive technological environment, the University would incur a large risk if it were not prepared to invest. He added that he looked forward to discussions about where this issue fits among the priorities for the University.

**CHANGE OF NAME FOR CENTRE FOR INTEGRATED COMPUTER SYSTEMS RESEARCH (CICSR)**

Vice President McBride had circulated a proposal to change the name of CICSR to the Institute of Computing, Information and Cognitive Systems (ICICS). The proposal had been developed in relation to a successful Canada Foundation for Innovation application, which will integrate and expand the work going on at CICSR. The governance structure of the unit was to remain unaltered.

*Vice President McBride*
*Dean Isaacson*

*That Senate approve of changing the name of the Centre for Integrated Computer Systems Research (CICSR) to the Institute of Computing, Information and Cognitive Systems (ICICS).*

Carried.

**BOTANICAL GARDEN AND CENTRE FOR HORTICULTURE**

Vice President McBride had circulated a proposal from the Faculty of Agricultural Sciences to establish the Botanical Garden and Centre for Horticulture.

*Vice President McBride*
*Dean Quayle*

*That Senate approve the establishment of the Botanical Garden and Centre for Horticulture.*

Carried.

## Enrolment 2000/01

*[Note: the text of this report is not included in the Minutes. Copies are available from the Manager, Secretariat Services.]*

The Registrar circulated statistics on student enrolment to date for the 2000/01 academic year, which indicated a shortfall of approximately 269 full time equivalent (FTE) students fewer than the target. Dr. Spencer outlined the enrolment management process, stated that 2000/01 marked the first year in many year that enrolment had been under the target.

Although the University had admitted 323 new students more than its target, the numbers of returning students were lower than predicted. Students had also registered in courses at a slightly lower rate than projected. Dr. Spencer stated that a survey was underway to assess whether any particular factors were responsible for the lower-than-projected registration.

## Golden Key International Honour Society: An Update

BACKGROUND

Dr. Rosengarten gave an oral report on the activities of the Golden Key International Honour Society, which followed a report he had given to Senate two years earlier on the same topic.

When the Golden Key Honour Society (as it was then called), inaugurated its chapter at UBC on November 16th, 1998, it was immediately criticized by the Ubyssey student newspaper as "secretive, and lavish in its spending of students' money." The Alma Mater Society voted against supporting a chapter of what it regarded as an "elitist American" society. Dr. Rosengarten had been asked to review the operation of the Society, and had reported his findings to Senate on February 24, 1999. He reported that UBC staff had given due diligence to checking the Society's credentials, that the Society's financial affairs had been audited and found to be in order, and that the membership fee of $80 was not excessive, since it was a one-time fee and brought life-time membership. The UBC chapter was approved by the Campus Advisory Board on Student Development. Membership offered students a number of benefits, including scholarships and the promise of career contacts with major companies. Dr. Rosengarten's report had concluded that Golden Key appeared to be a praise-worthy organization. He had also agreed to ask the Vice President, Students to report back to Senate on the Society's activities in November 2000. With the support of Vice President Brian Sullivan, Dr. Rosengarten had prepared this report for the information of Senate.

**GROWTH OF THE SOCIETY**

In January 2001, the Society was to change its name to become the "Golden Key International Honor Society," in recognition of its rapid growth around the world. There were 260 chapters in the United States, and approximately 40 branches in Canada, Australia, New Zealand, Malaysia and South Africa. The number of life-time members had passed the million mark. Eleven chapters had been established in Canada, including at the University of Toronto, the University of Alberta, and at all four British Columbia universities. Concordia University was to join in the spring of 2001. These 11 Canadian chapters housed over 13,000 Golden Key lifetime members in Canada. The UBC chapter had approximately 1400 members, and was expected to pass the 2000 mark in the near future.

**RECENT ACTIVITIES**

Three members of faculty and staff acted as advisors to the UBC chapter: Dr. Paul Harrison, Associate Dean, Faculty of Science; Andrew Arida, Student Recruiter-Advisor; and Julie Walchli, Director, Arts Co-op Program.

Since the UBC chapter's inception, UBC student members had won approximately $35,000 USD in scholarships and prizes, including two Golden Key Scholar Awards, which were $10,000 scholarships awarded by Golden Key to 10 people selected each year from its entire membership. The Society also promoted excellence in the arts: at the Golden Key International Convention in Los Angeles earlier in 2000, a UBC student had won a $1,000 award for excellence in the performing arts.

The UBC chapter had become quite active in Golden Key affairs, sending representatives to conferences in Orlando, Los Angeles and Seattle. In March 2000, the UBC chapter hosted the first Golden Key conference in Canada, which attracted 80 delegates from across the country.

Dr. Rosengarten noted that the Society's Manager for Canadian Operations and the Canadian Regional Director were both UBC alumni, and that the current President of the UBC chapter (Mr. Timothy Chan) was a member of Senate. Other Golden Key activities included participation in the Terry Fox Run, book drives in support of Queen Alexandra Elementary School, and volunteer work on the Downtown East Side. Members had also hosted a trip to UBC by children and staff members from Queen Alexandra Elementary School.

**MEMBERSHIP INCENTIVES**

One of the membership incentives was the promise of contact with the corporate world. Members were offered career advice through an on-line career centre, which assisted them in preparing and posting their resumes. The Society's Corporate Council now includes Ford Motor Company, Motorola, Dow Chemical and General Mills. Dr. Rosengarten stated that it was difficult to determine whether Canadian members had benefited from this aspect of Golden Key. The Manager of Canadian Operations had agreed that it was difficult to say with any confidence that a student got a job because s/he was a member of Golden Key. She did offer several anecdotes, however, which suggested that employers had been favorably inclined to applicants with such membership.

**SUMMARY**

The Golden Key International Honour Society had demonstrated itself to be a responsible and well run organization, and that it acted in the best interests of its student members. Its UBC chapter had distinguished itself by academic success and commendable service activity.

Mr. Chan added that both of the UBC winners of the Golden Key Scholar awards had also been named Lett Scholars.

## Other Business

### ACTING DEAN JOHN A. MCLEAN

The President announced that Acting Dean John McLean was attending his last meeting of Senate as Acting Dean of the Faculty of Forestry. The President thanked him for serving so ably as Acting Dean, and stressed her sincere appreciation for his work on behalf of the Faculty and the University at a very important time. Members of Senate offered a round of applause.

## Tributes Committee: in camera

### CANDIDATES FOR HONORARY DEGREES

Dr. Helliwell presented the list of candidates for honorary degrees. He stated that the candidates reflected positively on their communities, on the University, on Canada, and on the world. He noted that the group represented a considerable range of disciplines, backgrounds and contributions. The candidates were:

**Note: This section of the Minutes is not circulated.**

*Dr. Helliwell*
*Dr. Nemetz*
} *That Senate approve the recommendations of the Tributes Committee with respect to honorary degrees.*

Carried.

In response to a query from Dr. Knight, Dr. Slonecker stated that the new deadline for receipt of nominations for honorary degrees would be June 30, 2001 for consideration for 2002.

## Adjournment

There being no further business, the meeting was adjourned.

## Next meeting

The next regular meeting of the Senate will be held on Wednesday, December 13th, 2000, at 8:00 p.m.

## Appendix A: New Awards

ALLARD and Company Prize in Corporations-A $1000 prize is offered by Allard and Company to a student with high standing in Corporations I (Law 459). The award is made on the recommendation of the Faculty of Law. (Available 2000/2001 Winter Session)

ALLARD and Company Scholarship in Law-A $1000 scholarship is offered by Allard and Company to an outstanding student in second year Law. The award is made on the recommendation of the Faculty of Law. (Available 2000/2001 Winter Session)

Bob BAKER Memorial Bursary in Law-A $300 bursary has been endowed by family and friends in memory of Bob Baker (LL.B., '81). The award is offered to a student in Law. (Available 2000/2001 Winter Session)

Janet Louise BERRYMAN Scholarship in Medicine-Scholarships totalling $17,500 have been endowed through a bequest by Janet Louise Berryman. The awards are offered to students in the Faculty of Medicine, including those in the School of Rehabilitation Sciences. The awards are made on the recommendation of the Faculty. (Available 2000/2001 Winter Session)

Anne and John BROWN Fellowship in Diabetes and Obesity Related Research-A $18,000 fellowship has been endowed by Ann and John Brown. The award is offered to a graduate student involved in diabetes and obesity related research and is made on the nomination of the Killam Fellowship Committee in the Faculty of Graduate Studies. (Available 2000/2001 Winter Session)

CANADIAN Association on Water Quality Scholarship-A scholarship of $1,750 has been endowed by the Canadian Association on Water Quality (CAWQ), for a student in Environmental Engineering in the M.A.Sc. or Ph.D. program. The scholarship is offered to a student involved in research related to water quality and waste management and is awarded on the recommendation of the Department of Civil Engineering in consultation with the Faculty of Graduate Studies. (Partial funding available 2000/2001 Winter Session)

CANADIAN Council of Financial Analysts Prize-A $500 prize has been endowed by the Canadian Council of Financial Analysts. The award is offered to a third or fourth year undergraduate student in the Finance option and is made on the recommendation of the Faculty of Commerce and Business Administration. (Available 2000/2001 Winter Session)

Kay and Lloyd CHAPMAN Bursary-Bursaries totalling $1,750 have been endowed by Kay and Lloyd Chapman for students in any program or year of study. (Partial funding available 2000/2001 Winter Session)

Millie and Ralph DRABINSKY Graduate Scholarship in Medicine-A $600 scholarship has been endowed by family and friends in honour of Ralph and Millie Drabinsky's fiftieth wedding anniversary. The award is offered to a master's or doctoral student in the Faculty of Medicine undertaking research into the etiology or treatment of Alzheimer's or related neurodegenerative diseases of the central nervous system. No individual will receive support from this fund for more than two consecutive years. The award is made on the recommendation of the Faculty of Medicine in consultation with the Faculty of Graduate Studies. (Available 2000/2001 Winter Session)

Gail HELLER Memorial Bursary in Occupational Therapy-A $300 bursary has been endowed in memory of Gail (nee Feldman) Heller by family, friends, and colleagues, and is offered to a student in the Bachelor of Science Occupational Therapy program. (Partial funding available 2000/2001 Winter Session)

Edward and Rachel ISAACSON Memorial Prize in Mining-A $300 prize has been endowed in memory of Edward and Rachel Isaacson, parents of Dr. Michael Isaacson, Dean of Applied Science, for a student in the fourth year of the Mining and Mineral Process Engineering Program (Mining Option). The prize is awarded on the recommendation of the Department of Mining and Mineral Process Engineering, with preference given to a student who has had experience in the mining industry during the program. (Available 2000/2001 Winter Session)

Hanna E. KASSIS Prize in Religious Studies-A $300 prize has been endowed by friends and colleagues in honour of Professor Emeritus Hanna E. Kassis. The award is offered to a student in Religious Studies, with preference given to a student with a demonstrated interest in Islamic Studies. The award is made on the recommendation of the Department of Classical, Near Eastern, and Religious Studies. (Available 2000/2001 Winter Session)

Daniel G. Y. LING Memorial Prize-A $500 prize is offered by the family of Daniel G. Y. Ling to an outstanding Medical Resident with a demonstrated interest in the treatment of cancer of the ear, nose, and throat. The award is made on the recommendation of the Faculty of Medicine. (Available 2000/2001 Winter Session)

Grace S.M. LING Memorial Prize-A $500 prize is offered by the family of Grace S. M. Ling to an outstanding Medical Resident with a demonstrated interest in the treatment of ovarian cancer. The award is made on the recommendation of the Faculty of Medicine. (Available 2000/2001 Winter Session)

Isaac LIPOVSKY Award in Nutrition-A $600 award has been endowed through a bequest by Shirley Lipovsky in honour of her brother. The award is offered to a student whose academic focus is the study of nutrition. The award is made on the recommendation of the Faculty of Agricultural Sciences. (Available 2000/2001 Winter Session)

Rafe MAIR Prize in Journalism-A $1,000 prize is offered by CKNW Radio in honour of Rafe Mair. It is awarded to a student in the graduating class in the Master of Journalism program who has produced the best published work of public service journalism during the degree program. The award is made on the recommendation of the School of Journalism in consultation with the Faculty of Graduate Studies. (Available 2000/2001 Winter Session)

MILLER THOMSON Entrance Scholarship in Law-A $2,500 scholarship is offered by Miller Thomson, LLP, to a student entering Law. The award is made on the recommendation of the Faculty of Law. (Available 2000/2001 Winter Session)

Kaspar NAEGELE Memorial Prize in Sociology-A $700 prize has been endowed by Robert (B.A.'60) and Judith Doll (M.A.'94) and former students, friends, and colleagues in memory of Dr. Kaspar Naegele, a caring and inspirational teacher and renowned scholar who served as Professor of Sociology from 1954 to 1965 and the Dean of Arts (1964-1965). The award is offered to an undergraduate student in the honours or majors program in Sociology and is made on the

recommendation of the Department of Anthropology & Sociology. (Available 2000/2001 Winter Session)

Matti NIIT Memorial Prize in Electrical Engineering-A prize of $300 has been endowed in memory of Matti Niit. The award is offered to an outstanding student in Electrical Engineering, with preference given to a fourth year student. The award is made on the recommendation of the Department of Electrical Engineering. (Available 2000/2001 Winter Session)

Joan le NOBEL Prize in Environmental Sciences-A $600 prize has been endowed by Joan le Nobel for an outstanding student in environmental sciences. The award is made on the recommendation of the Faculty of Science. (Available 2000/2001 Winter Session)

Steve and Therese PETO Memorial Scholarship-A $500 scholarship has been endowed by Peter Peto in honour of his parents Steve and Therese Peto. The award is offered to an undergraduate student in the Department of Earth and Ocean Sciences and is made on the recommendation of the Department. (Available 2000/2001 Winter Session)

Joseph M. PRODOR Prize in Law-A $500 prize is offered by Joseph M. Prodor to a first year student who shows outstanding achievement in Torts (Law 207). The award is made on the recommendation of the Faculty of Law. (Available 2000/2001 Winter Session)

ST. LEONARD'S Youth and Family Services Scholarship-A $1,100 scholarship has been endowed by St. Leonard's Youth and Family Services. The award is offered to an undergraduate student entering the final year of study in Social Work. The award is made on the recommendation of the School of Social Work. (Available 2000/2001 Winter Session)

SHOPPERS Drug Mart Terry Morrison Scholarship-Two scholarships of $1,000 have been donated by Shoppers Drug Mart in honour of Terry Morrison. The awards are open to students in second or third year of the undergraduate program in Pharmaceutical Sciences. Preference is given to students who demonstrate a contribution to pharmacy. The awards are made on the recommendation of the Faculty of Pharmaceutical Sciences. (Available 2000/2001 Winter Session)

Takao TANABE Prize in Painting-A $750 prize is offered by Takao Tanabe through the Vancouver Foundation for a student in Intermediate Painting (FINA 382) with preference given to a student in fourth year. The award is made on the recommendation of the Department of Fine Arts. (Available 2000/2001 Winter Session)

UNIVERSITY Women's Club of Vancouver Scholarship in Mathematics Education-A $975 scholarship has been endowed by the University Women's Club of Vancouver Trust Fund for Education students specializing in Mathematics. The award is made on the recommendation of the Faculty of Education and in the case of graduate students, in consultation with the Faculty of Graduate Studies. (Available 2000/2001 Winter Session)

Kenneth George VANSACKER Memorial Scholarship-Scholarships totalling $3,100 have been endowed by Al VanSacker in memory of his son, Kenneth. The awards are offered to students in Electrical Engineering and are made on the recommendation of the Department of Electrical and Computer Engineering, and in the case of graduate students, in consultation with the Faculty of Graduate Studies. (Available 2000/2001 Winter Session)

May WATSON Bursary-Bursaries totaling $940 have been endowed through the estate of May Watson for undergraduate students. (Partial funding available 2000/2001 Winter Session)

**ATHLETIC AWARDS**

INNOVATIVE Fitness Football Award-One or more awards, which may range from a minimum value of $300 each are endowed in honour of Innovative Fitness. Awards are offered to students, in any year of study, who are outstanding members of the Thunderbird Football team. Awards are made on the recommendation of the President's Athletic Awards Committee. (Available 2000/2001 Winter Session)

SIDOO Family Thunderbird Athletic Award-One or more awards, which may range from a minimum value of $500 each to the maximum allowable under athletic association regulations, are offered to outstanding members of a Thunderbird Varsity Team in any year of study. Awards are made on the recommendation of the President's Athletic Awards Committee. (Available 2000/2001 Winter Session)

THUNDERBIRD Alpine Skiing Award-One or more awards, which may range from a minimum value of $500 each to the maximum allowable under athletic association regulations, are offered to outstanding members of the Thunderbird Alpine Ski Team in any year of study. Awards are made on the recommendation of the President's Athletic Awards Committee. (Available 2000/2001 Winter Session)

THUNDERBIRD Baseball Award-One or more awards, which may range from a minimum value of $500 each to the maximum allowable under athletic association regulations, are offered to outstanding members of the Thunderbird Baseball Team in any year of study. Awards are made on the recommendation of the President's Athletic Awards Committee. (Available 2000/2001 Winter Session)

THUNDERBIRD Field Hockey Award-One or more awards, which may range from a minimum value of $500 each to the maximum allowable under athletic association regulations, are offered to outstanding members of the Thunderbird Field Hockey Team in any year of study. Awards are made on the recommendation of the President's Athletic Awards Committee. (Available 2000/2001 Winter Session)

THUNDERBIRD Men's Soccer Award-One or more awards, which may range from a minimum value of $500 each to the maximum allowable under athletic association regulations, are offered to outstanding members of the Thunderbird Men's Soccer Team in any year of study. Awards are made on the recommendation of the President's Athletic Awards Committee. (Available 2000/2001 Winter Session)

THUNDERBIRD Men's Volleyball Award-One or more awards, which may range from a minimum value of $500 each to the maximum allowable under athletic association regulations, are offered to outstanding members of the Thunderbird Men's Volleyball Team in any year of study. Awards are made on the recommendation of the President's Athletic Awards Committee. (Available 2000/2001 Winter Session)

THUNDERBIRD Rowing Award-One or more awards, which may range from a minimum value of $500 each to the maximum allowable under athletic association regulations, are offered to out-

standing members of the Thunderbird Rowing Team in any year of study. Awards are made on the recommendation of the President's Athletic Awards Committee. (Available 2000/2001 Winter Session)

THUNDERBIRD Rugby Award-One or more awards, which may range from a minimum value of $500 each to the maximum allowable under athletic association regulations, are offered to outstanding members of the Thunderbird Rugby Team in any year of study. Awards are made on the recommendation of the President's Athletic Awards Committee. (Available 2000/2001 Winter Session)

THUNDERBIRD Swimming Award-One or more awards, which may range from a minimum value of $500 each to the maximum allowable under athletic association regulations, are offered to outstanding members of the Thunderbird Swimming Team in any year of study. Awards are made on the recommendation of the President's Athletic Awards Committee. (Available 2000/2001 Winter Session)

THUNDERBIRD Track & Field Award-One or more awards, which may range from a minimum value of $500 each to the maximum allowable under athletic association regulations, are offered to outstanding members of the Thunderbird Track & Field Team in any year of study. Awards are made on the recommendation of the President's Athletic Awards Committee. (Available 2000/2001 Winter Session)

THUNDERBIRD Women in Sport Award-One or more awards, which may range from a minimum value of $500 each to the maximum allowable under athletic association regulations, are offered to outstanding female members of the Thunderbird Teams in any year of study. Awards are made on the recommendation of the President's Athletic Awards Committee. (Available 2000/2001 Winter Session)

THUNDERBIRD Women's Basketball Award-One or more awards, which may range from a minimum value of $500 each to the maximum allowable under athletic association regulations, are offered to outstanding members of the Thunderbird Women's Basketball Team in any year of study. Awards are made on the recommendation of the President's Athletic Awards Committee. (Available 2000/2001 Winter Session)

THUNDERBIRD Women's Ice Hockey Award-One or more awards, which may range from a minimum value of $500 each to the maximum allowable under athletic association regulations, are offered to outstanding members of the Thunderbird Women's Ice Hockey Team in any year of study. Awards are made on the recommendation of the President's Athletic Awards Committee. (Available 2000/2001 Winter Session)

Approved by Senate Committee on Student Awards

September 26, 2000

## Appendix B: Memorial Minute for Loring (Jack) Goodwin Mitten

Professor Loring (Jack) Goodwin Mitten, Professor Emeritus, died on June 19, 2000 at the age of 79.

Jack was a leader within the Faculty of Commerce & Business Administration during his tenure (1969 through 1985) at UBC. Jack joined UBC from Northwestern University where he had already established a reputation for high quality research, a strong commitment to teaching and leadership in his chosen discipline. Upon joining UBC, Jack served as Chair of the Division of Management Science from 1969 to 1979. He was the guiding force in the development of both the undergraduate and graduate programs in Management Science and the quantitative methods courses in the Commerce curriculum. Jack played a major role in designing the strategy for the emerging Management Science Division and played a major role in recruiting top quality colleagues in quantitative methods, statistics and logistics. In 1982 Jack was awarded the prestigious UBC Commerce Talking Stick for his outstanding leadership in developing the Management Science programs and quantitative courses in Commerce.

Jack was also a strong supporter of the graduate program in Management Science at UBC. He personally recruited a number of outstanding Ph.D. candidates, and then ensured that their learning experience at UBC was second to none. He is fondly remembered by his many former graduate students.

In addition to his many contributions to the development of our Management Science teaching programs, Jack provided valuable leadership in the administration of the Faculty of Commerce & Business Administration. He persuaded the Faculty (subsequently the University) to allow students to attend regular Faculty meetings, a hotly debated issue in Senate at that time. Jack encouraged the Faculty to institute mandatory and regular course and teacher evaluations long before they became part of UBC policy. Jack promoted the creation of the Faculty Executive Committee, a committee comprising both senior and junior colleagues to assist the Dean in the management of the Faculty. Jack was also instrumental in redrafting the Appointment, Promotions and Tenure policies for the Faculty, including the requirement for student input in the Appointment, tenure and promotion process. As former Dean Lusztig once noted, "Jack had a role in every important committee in Commerce".

Jack's scholarship and his strong commitment to students are remembered each year when the Faculty presents the Jack Mitten Award to the Commerce undergraduate student with the highest average in second year Commerce. As one former student noted on the occasion of Jack's retirement in 1985, "Jack's class was a refreshing break in the middle of a hectic day. I always felt refreshed when I woke up. ... For me, the genius of Jack Mitten is Commerce 110. It's amazing how Jack could receive 400 identical exams and return them in a perfect Bell curve".

While Jack retired almost 15 years ago, UBC Commerce continues to enjoy the benefits from many of his initiatives and projects. His wit, insightful observations, leadership and sincere concern for students will always be remembered.

Jack was predeceased by his wife Jean, and is survived by his daughter Suzanne Cloud Mitten-Lewis and his son Richard Charles Mitten.

Stanley W. Hamilton, Senior Associate Dean

Faculty of Commerce and Business Administration