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

MINUTES OF SEPTEMBER 14, 1994

Attendance

Present: President D. W. Strangway (Chair), Chancellor R. H. Lee, Vice-President D. R. Birch, Mr. S. Alsgard, Dr. D. R. Atkins, Dr. A. P. Autor, Dr. S. Avramidis, Mr. J. A. Banfield, Dr. J. Barman, Dr. J. D. Berger, Dr. A. E. Boardman, Mr. J. Boritz, Mr. P. T. Brady, Dr. D. M. Brunette, Dr. D. G. A. Carter, Mr. P. G. Chan, Ms. L. Chui, Dr. T. S. Cook, Dr. M. G. R. Coope, Ms. S. Y. Dawood, Mr. K. A. Douglas, Dr. J. H. V. Gilbert, Mr. E. B. Goehring, Dean J. R. Grace, Dr. S. E. Grace, Mr. H. D. Gray, Mr. A. G. Heys, Dr. J. G. T. Kelsey, Mr. J. A. King, Dr. S. B. Knight, Mr. H. H. F. Leung, Mr. C. Lim, Professor P. T. K. Lin, Mr. R. W. Lowe, Dr. D. J. MacDougall, Dr. M. MacEntee, Mr. K. R. MacLaren, Dean M. P. Marchak, Dean B. C. McBride, Dean J. H. McNeill, Mr. W. B. McNulty, Dean A. Meisen, Dr. R. J. Patrick, Mr. R. L. de Pfyffer, Mrs. M. Price, Mr. A. A. Raghavji, Dr. D. J. Randall, Professor R. S. Reid, Professor J. A. Rice, Dean J. F. Richards, Dr. H. B. Richer, Dr. R. A. Shearer, Dean N. Sheehan, Dr. C. E. Slonecker, Dean C. L. Smith, Ms. C. A. Soong, Ms. L. M. Sparrow, Dr. L. J. Stan, Mr. S. C. S. Tam, Mr. B. B. Telford, Dr. J. Vanderstoep, Dr. E. W. Whittaker, Dr. R. M. Will, Dr. D. Ll. Williams, Mr. E. C. H. Woo, Dr. W. C. Wright, Jr., Dean E. H. K. Yen.

Regrets: Dean C. S. Binkley, Dr. D. H. Cohen, Dr. G. W. Eaton, Dean M. A. Goldberg, Dr. J. Gosline, Rev. J. Hanrahan, Dean M. J. Hollenberg, Dr. M. Isaacson, Professor V. J. Kirkness, Dr. M. Levine, Dr. S. C. Lindstrom, Dr. D. M. Lyster, Dr. R. T. A. MacGillivray, Rev. W. J. Phillips, Mr. D. B. Preikshot, Professor M. Quayle, Dr. A. J. Sinclair, Dr. S. Thorne, Dr. W. Uegama, Mr. D. R. Verma.

Senate membership

DECLARATION OF VACANCIES (*UNIVERSITY ACT*, SECTION 35(6))

Mr. Stewart Alsgard	Lt. Governor appointee
Mr. Byron Horner	student representative at-large
Dr. Richard Tees	faculty representative at-large
Dr. Don Wehrung	Faculty of Commerce and Business Administration representative
REPLACEMENTS	
Dr. Derek R. Atkins	replacing Dr. Wehrung as a representative of the Faculty of Commerce and Business Administration
Dr. Alastair J. Sinclair	replacing Dr. Tees as faculty representative at-large representative
Student	replacement to be announced
Mr. H. David Gray	Lt. Governor appointee replacing Mr. Alsgard
EX-OFFICIO	
Dean E. H. K. Yen	Faculty of Dentistry

President Strangway expressed thanks and appreciation to Mr. Stewart Alsgard, Lt. Governor appointee, for his contributions to Senate over the past six years.

The President welcomed to Senate Dr. Atkins, Mr. Gray, Dr. Sinclair, and Dean Yen.

Minutes of the previous meeting

Mr. Woo
Dean Richards

That the minutes of the ninth regular meeting of Senate for the Session 1993-94, having been circulated, be taken as read and adopted.

Dean McBride drew attention to page 10820 of the minutes stating that the word "debt" should read "deck".

The motion was put and carried.

Business arising from the minutes

AD HOC COMMITTEE ON UNIVERSITY ORGANIZATION

Dr. Shearer asked for clarification of the plans of the President's Office with respect to the recommendations of the *Ad Hoc* Committee on University Organization as amended and adopted by Senate last May. He pointed out that Senate has no independent mechanism for implementing policies that it initiates - policies such as those that flow from the recommendations of the ad hoc committee. Rather, Senate depends on the administrative officers of the University for implementation. In many cases it relies on the Registrar's Office and in other cases it relies on the academic officers of the University, including the President's Office and the Deans of Faculties. When the policies are as difficult, as comprehensive and as contentious as those adopted in May, Senate has to rely on the President's Office for implementation. Without the will of the President's Office behind them, the policies are unlikely to be widely adopted, if at all.

Dr. Shearer said that he was making these points because recently his attention was drawn to a passage in the President's section of the budget narrative as presented to the Board of Governors and as will be presented to the University community, which reads: "While the committee was originally designed to develop plans for significant cost savings it is now widely recognized that their recommendations will not lead to savings in any large measure." Dr. Shearer said that he did not want to debate the question of whether there will be "savings in any large measure" because that depends on what is meant by "large" and how savings are measured.

Dr. Shearer said he knew that concern had been expressed that the committee did not estimate transitional costs, such as the cost of refitting departmental offices for larger departments. However, the point is that such transitional costs, like the time Dean's spend arguing with recalcitrant department heads, are hopefully one time costs. The benefits are an annual return, which will flow to the University for many years, and the sum or better the present value of which is very large indeed.

Concern had also been expressed that larger departments will require professional administrative assistants and that this is a cost not accounted for by the committee. Dr. Shearer said he hoped that was true since the objective of the committee was to make more faculty time available for teaching and research by reducing the resources (faculty time as well as money) devoted to administrative tasks. If the same budget can be used to provide more department-level professional administrative assistance, he regarded that as one of the benefits (not one of the costs) of the proposal for amalgamating small

departments, at least is there is a commensurate reduction in the involvement of faculty members in routine administrative chores and hence an increase in effective time for teaching and research.

Dr. Shearer stated that the important point is that the committee predicated its proposal concerning department size on the proposition that there was the potential for savings, not entirely in money, but also in time and space released from administrative responsibilities. These savings were of a magnitude to be "interesting" and well worth pursuing, whether "large" or not on some absolute scale is not the point. They certainly will not finance the operating costs of new buildings on campus but they may provide the equivalent of a few more professors.

Dr. Shearer said that he did not want to rehash the arguments but what did concern him was the possibility that the President and Chair of Senate is saying that the committee was wrong and that for this reason the President's Office is not enthusiastic about implementing the proposals and will not lend its weight to them.

Referring to the part of the President's statement that says "it is now widely recognizedŠ", Dr. Shearer stated that this was subject to the interpretation that the committee misled the Senate, the President and the university community. He stated that if this was a correct interpretation of an ambiguous statement he was puzzled that he had not received any communication to that effect from the President or the Vice President. He stated that the context in which the paragraph had been drawn to his attention was that, in contrast to the President's ringing public endorsement of the

report of Professor Dupré, it was evidence that the President does not believe the findings of the committee, is not enthusiastic about the recommendations, does not care if they are implemented, and does not intend to use the powers of his office to encourage implementation in appropriate cases. As a result, it has been argued by some department heads and others that there is no need for small departments to seriously consider mergers and that there is no reason for Deans to take the policies seriously with the obvious administrative headaches for them. If that was the case, not only will the policies not be implemented but the credibility of the committee will be undermined.

Dr. Shearer stated that the President is obviously entitled, and indeed obliged, to seek other advice, explore the issues and take a position, conceivably a contrary position, on these issues. However, it was important to the Senate and to the committee that this position be clearly understood.

In response, President Strangway confirmed that every department under the size of 15 must be reviewed by every Faculty and Dean, and that documentation must be brought back to Senate through the Vice President Academic giving academic reasons why departments under the size of 15 should be merged or why they should remain independent.

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. Awards (pp.10829-33)

ii. Curriculum proposals from the Faculties of of Applied Science (with the exception of Electrical Engineering 283 and 383), Arts (with the exception of the School of Social Work proposals), Education, Graduate Studies curriculum proposals and a Ph.D. Program in Counselling Psychology, Law (with the exception of Law 340 and 366), Nursing, and Science (with the exception of the deletion of MATH 111). (pp.10834-45)

iii. Changes in the structure of departments in the Faculty of Education. (p.10788)

iv. Establishment of an Institute for Hearing Accessibility Research (IHEAR) (pp.10789-91)

v. Establishment of the Peter Wall Chairs. (p.10828)

Correspondence

The Registrar, Dr. Spencer, reported that he had received a letter from a woman who will be graduating in November asking if she could receive a Master's degree in Arts with a non-sexist designation. Dr. Spencer informed Senate that the Agenda Committee had suggested that this matter be referred either to an Ad Hoc Committee or to the Academic Policy Committee.

Dr. Williams suggested that it would be inappropriate for Senate to consider this matter without consulting the Faculty of Graduate Studies. The Dean of Graduate Studies, Dr. Grace, stated that the problem of gender specific language is endemic in the University and suggested that this issue should be dealt with much more broadly than just by one Faculty.

Dr. Shearer
Dr. Rice

That the question of non-sexist degree designations be referred to the Faculty of Graduate Studies for advice.

Lost.

Dr. Birch
Dean Grace

That the question be referred to the Senate Academic Policy Committee and that the committee be encouraged to consult the Faculties.

Carried.

Senate Nominating Committee Membership

In accordance with established procedures, a vacancy on the Nominating Committee was declared.

Members were informed that a call for nominations to fill this vacancy would be sent to all members of Senate, and that nominations would remain open until the October 19, 1994 Senate meeting. If more than one nomination is received an election will be held at the October meeting.

Financial Statements

In accordance with section 31(2) of the *University Act*, Financial Statements for the year ended March 31, 1994, had been submitted to Senate for information.

Mr. Gellatly spoke briefly to the report, highlighting various aspects of the financial statements and some other sections of the report for the information of Senate.

In response to a query by Ms. Chui regarding the percentage of teaching space available in the buildings being constructed on campus, President Strangway stated that there was some space for laboratories but not a lot for lecture rooms, with the exception of the new Forestry Science building.

Dr. Birch informed Senate that a subcommittee of the President's Advisory Committee on Teaching Space was in the process of examining the availability and distribution of teaching space on campus. He stated that external consultants have been engaged to help in the development of a comprehensive master plan for the development of teaching space. The President's Advisory Committee on Space Allocation toured the campus after its first meeting of the fall term to get some sense of the new construction on campus. The committee spent some time in Hebb Theatre which has been totally refurbished, and which

will be a first rate teaching facility when the audio-visual equipment is complete. Dr. Birch stated that the challenge facing the committee was not so much the space entitlement but the distribution, size and quality of teaching space and those questions were now being addressed more systematically than in previous years.

Mr. Banfield congratulated Mr. Gellatly and his staff for presenting a very readable document.

Dr. Kelsey drew attention to the statement that at the beginning of the 1993/94 fiscal year, the University had been confronted with an anticipated budgetary shortfall of approximately $6.9 million but that the fiscal year had closed off with a net positive balance of $593,000. Dr. Kelsey stated that this statement made it sound very easy to get rid of $6 million but that it hid what had been lost in achieving the outcome. Mr. Gellatly responded that it had been a difficult exercise and that the shortfall had been avoided through reductions in salary budgets and benefits.

Mr. Terry Sumner, Director of Financial Services, was invited to respond to a query by Dr. Shearer concerning the Student Loan Fund. Mr. Sumner explained that most of the Student Loan Fund comes from the Charles Bank bequest which the University received a number of years ago. In that bequest there is a provision that approximately $50,000 a year can be transferred to scholarships or fellowships.

Professor Reid drew attention to a statement concerning a contingent liability with respect to the amount receivable from the Faculty Club which states that the net receivable to the University will be recoverable from future operations. Professor Reid asked if this meant that the Faculty Club would be reopened for food operations. Mr. Gellatly said that

he could not answer this question. He explained that there was a sum of $600,000 and a bank loan of approximately $520,000 still outstanding. He stated that the University was in the process of a hearing before the Labour Relations Board relative to the adequacy of notice given to CUPE 116 members and that until the results of the hearing are known there is very little the University can do, although it had been agreed that the University would not dispose of any assets in the meantime. It was hoped that whatever the future operations of the club will be, the opportunity will be built into that process to recover the debt.

Reports of Committees of Senate

ACADEMIC POLICY COMMITTEE

Spring term variations

Dr. Williams, Chair of the committee, presented the following report which had been circulated:

> At the September 1993 meeting of Senate, the Spring Term examination period was reduced to thirteen weekdays in order to bring about an equivalence between the Spring and Fall terms, both in weeks of lectures and in days of examinations. A sub-committee of the Senate Academic Policy Committee was charged with considering how the time saved should be distributed in order to optimize the term. The sub-committee attempted to canvass opinion by circulating a draft document describing a variety of alternatives to Deans, Student Senators, and the Registrar. Two of the scenarios presented received strong support, but opinion is almost evenly divided between them, both in the opinion poll and in the Senate Academic Policy Committee. In this report, we present both scenarios for consideration, together with the supporting arguments.
>
> The first scenario lengthens the break between Fall and Spring terms for years when this break is short. This avoids the problem of travel on or around New Year's Day, and allows more time to process any Fall term marks that may be required as prerequisites for Spring term courses. Several disciplines hold regular academic meetings in the first week of January, which requires other faculty to provide substitute lecturers. Students often avoid the travel problem by simply not attending the first few days of term. Certainly, starting term on the second of January is uncomfortably close, both to New Year's Day and to an examination on December 22! In the examples given, the term would start as late as January 11th on occasion, but no earlier than January 5th. Thus there would be no change for years for which the first Monday occurs on January 5th, 6th, or 7th.

The second scenario lengthens the mid-term break to a week's duration. The argument against this is that there are usually two statutory holidays in the Fall term which nicely balance the two day break in the Spring term so that both terms are equal in periods of instruction. However, since almost all Canadian universities outside B.C. have a full reading week in the Spring term, it may be that there is more need for a significant break at that time of year. A partial week break also introduces inconsistencies in the scheduling of laboratories and tutorials, so that they are often cancelled for the whole week. Some respondents felt that less than a full week was useless, and even preferred no break at all! It should be noted, on the other hand, that this scenario does lengthen the residence period of the Spring Term, with corresponding proportional increases in costs for students in residence on campus. Furthermore, in some years, the examination period would extend into early May, as will be apparent from the examples given.

Example Years		Lectures	Days	Examinations
1991	I	Mon. Jan. 8 Fri. Apr. 6	63	Tue. Apr. 10 Mon. Apr. 30
	II	Tue. Jan. 2 Fri. Apr. 6	64	Tue. Apr. 10 Mon. Apr. 30
1991	I	Mon. Jan. 7 Fri. Apr. 5	61	Tue. Apr. 9 Thu. Apr. 25
	II	Mon. Jan. 7 Fri. Apr. 12	63	Tue. Apr. 16 Thu. May 2
1992	I	Mon. Jan. 6 Fri. Apr. 3	63	Tue. Apr. 7 Mon. Apr. 27
	II	Mon. Jan. 6 Fri. Apr. 10	65	Tue. Apr. 14 Mon. May 4
		or		
		(Mon. Jan. 6 (Thu. Apr. 9	64	Mon. Apr. 13) Fri. May 1)
1993	I	Mon. Jan. 11 Thu. Apr. 8	62	Tue. Apr. 13 Thu. Apr. 29
	II	Mon. Jan. 4 Thu. Apr. 8	64	Tue. Apr. 13 Thu. Apr. 29

In conclusion, the Senate Academic Policy Committee believes both scenarios to have merit but is divided as to which it prefers. It proposes that the final choice be made by Senate.

Please note that the option chosen is expected to apply to all Faculties except Dentistry, Law, Medicine, and the Teacher Education Programs.

A letter from the President of the Alma Mater Society, Mr. Bill Dobie, supporting the extension of the mid-term break to a full week had been circulated at the meeting. Dr. Williams noted that one of the examples given in the material circulated offered a solution to the problem of examinations extending into early May by having the first day of examinations start immediately after the end of classes. He stated, however, that this would conflict with the Senate ruling that there be three days between the end of classes and the beginning of examinations.

Dr. Williams stated that he thought there were more academic arguments in favour of the first scenario than the second. He stated that it was advantageous to avoid starting the second term on days such as the 2nd of January and that it was helpful to have a greater break between the two terms. He said that the introduction of a reading week, although it has been the norm in many universities across the country, introduces an inequality between the two terms. Dr. Williams noted that the the vast majority of courses are now semester, and stated that if, in fact, the university is moving towards a semester system then there really was not a strong reason to have a reading break in one term and not in the other term.

Dr. Williams
Dr. Gilbert } *That Senate accept the first scenario of the spring term variation.*

Ms. Chui informed Senate that this matter had been discussed at a recent Student Council meeting and that a great majority of the student representatives

from the various Faculties supported the idea of a reading week. Support for the proposal, as outlined in the letter from the A.M.S., was based on the fact that February tends to boast the lion's share of casualties of work and school related stress, depression and other psychological distress and a reading break would therefore give students a breathing space in which to cope with the demanding regimen of school and possibly part-time work. Ms. Chui stated that if Senate were to allow examinations to be held on Saturdays then perhaps there would be three days between the last day of lectures and the first day of examinations.

In response to a query by Dr. Slonecker, Ms. Chui confirmed that Council had discussed the possibility of extra costs to those students living in residence if the examination period extends into May. However, after researching this possibility it was discovered that this would not occur very often and that, as stated previously, it could probably be avoided by including Saturdays in the examination period.

After further discussion, the motion was put and lost.

Mr. Brady
Mr. Woo } *That Senate accept the second scenario of the spring term variation*

Carried.

ADMISSIONS COMMITTEE

Faculty of Applied Science - change in admission requirements

Dr. Will, Chair of the committee, presented the report. He explained that when Senate approved a new admissions policy two years ago, whereby the

calculation of the entry grade point average was changed from nine grade 11 and 12 subjects to four grade 12 subjects, all units responsible for admission policies agreed to this with the exception of the Faculty of Applied Science. The Admissions Committee had no difficulty with this at that time because the Faculty of Applied Science wanted to have their admission requirements based on four subjects but eight courses; namely grade 11 and 12 Mathematics, Physics, Chemistry and English. This did not appear to violate what the Admissions Committee was trying to do. One of the arguments made for selecting students on this basis was that in the absence of percentage grades, the use of eight letter grades would be better than four. The Ministry of Education have since agreed to report grade 12 courses as percentages but grade 11 courses will only be available as letter grades. The Faculty of Applied Science therefore concluded that since percentage grades are now available for grade 12 courses, it would be unfair to include grade 11 courses in calculating entry grade point averages as a letter grade of "C", for instance, ranges from 50% to 72%.

Dr. Will
Dean Meisen

} *That for admission to first-year engineering from Grade 12, effective from the 1995/96 academic year, students will be selected on the basis of their standing in Grade 12 courses in Mathematics, Physics, Chemistry and English.*

In response to a comment about the desirability of basing admission on only four courses, Dr. Will explained that the previous Senate took the view that, in line with other universities in the province and across Canada, admission decisions

should be based on fewer courses and had therefore voted to change the admission requirements accordingly. As far as obtaining percentage marks for grade 11 courses is concerned, Dr. Will stated that these are generated in the schools and that the Ministry is not involved.

The motion was put and carried.

Dr. Will informed Senate that the Admissions Committee will be considering the possibility of further changes in the admissions policy with a view to admitting students on bases other than the grades they receive in grade 12. He stated that this is response to concerns expressed about the implications of escalating GPAs.

NOMINATING COMMITTEE

Dr. Williams, Chair of the committee, presented the following report which had been circulated:

1. Terms of reference of Senate Committees

At its meeting of October 20, 1993, Senate approved the following proposal:

"Whereas the effectiveness of Senate committees is important to the overall ability of the Senate to discharge its mandate of academic governance,

and whereas the Senate Nominating Committee is charged with the duty of setting out the terms of reference for Senate committees,

be it resolved that Senate direct the Senate Nominating Committee to systematically evaluate the effectiveness of the terms of reference of each of the standing committees of Senate and report back to Senate with appropriate recommendations to ensure that each committee is functioning:

a) in a manner relevant to the current academic governance of this University, and

b) is capable of proactively investigating issues before they arise.

Be it further resolved that the Senate Nominating Committee recommend to Senate how often and by what mechanism future evaluations of the terms of reference of Senate committees should take place."

The Nominating Committee subsequently invited the Chairs of standing committees to review their terms of reference and to advise the committee of any proposed modifications. Following is a list of the terms of reference for the various committees with recommended changes shown in **bold**.

Senate Academic Building Needs

Terms of reference (**re-written**)

The major responsibilities of this committee would be to:

1. to monitor the implementation of the Campus Plan;
2. annually review all building project priorities;
3. recommend priorities on new academic buildings with consideration for the needs of academic and non-academic buildings, balance of types of teaching spaces and relationship to physical plant and planning; and
4. review the impact of every development, whether building or landscape, on the total teaching and academic resource.

Academic Policy

Terms of reference (no changes)

1. To advise the Senate on such matters of important academic policy as may be referred to it from time to time.
2. To advise the Senate on significant academic policy matters which, in the judgement of the Committee, might be brought to the attention of an appropriate standing committee of Senate for review. If the subject is not addressed in the mandate of another committee, the Academic Policy Committee many review the issue itself and report to Senate.
3. To advise the Agenda Committee, when requested, on matters brought before Senate.
4. To assess, when requested by Senate, the impact of decisions on academic policies or regulations approved by Senate and report on the results of such analyses.
5. To report to the Senate at least annually on its deliberations.

Admissions

Terms of reference

1. To examine and rule upon applications for admission **and transfer** that are not clearly resolvable under the regulations governing admission and to review and rule on appeals related to admission, re-admission **or transfer** to the University.
2. To consider and review admissions **and transfer** policy. To review performance in relation to admissions **and transfer policy,** and to make recommendations to Senate.
3. **To review advancement requirements.**

Agenda

Terms of reference

1. To prepare an agenda for Senate meetings.
2. To discuss matters **for the agenda** referred to Senate by **standing committees,** the Chair of Senate, **Faculties, or individual members of Senate.**
3. To consider and take action on behalf of the Senate upon all matter that may be referred to the Senate by the Board. (p. 6397 Senate minutes)
4. To consider matters relating to the implementation of the *University Act*. (p. 7409 Senate minutes)

N.B. The committee also wishes to draw Senate's attention to the following excerpts from page 4 of the *Rules and Procedures of the Senate*:

3.5 Order of business

.3 Recommendations from the Agenda Committee may, upon a simple majority vote of Senate (Sept. 14, 1983, p. 8041) or at the discretion of the Chair, be set aside.

.4 Any matter not already on the agenda of a regular meeting may, at the request of a member from the floor of Senate and at the discretion of the Chair, be included on the agenda under "Other Business". (Oct. 21, 1964, p. 3433)

.5 Any member may request in writing to the Secretary of Senate that the Agenda Committee include in the agenda of the next regular meeting any such matter which the member requests Senate to consider. (Oct. 21, 1964, p. 3433)

.6 Any member may give notice of a motion from the floor of Senate, whereby the motion shall be on the agenda of the next regular meeting of Senate. (Feb. 18, 1976, p. 6542)

Appeals on Academic Standing

Terms of reference (no changes)

2.01 (1) The committee shall hear and dispose of appeals by students from decisions of Faculties on matters of academic standing, but the committee has no jurisdiction where the sole question raised in an appeal turns on the exercise of academic judgement by a Faculty.

(2) In the regulations generally, a "Faculty" shall be deemed to include, where necessary, any other appropriate administrative unit of the University, and "Dean of the Faculty" shall be deemed to refer, where necessary, to any other appropriate officer of the University.

2.02 (1) Subject to (2) of this paragraph, the decision of the committee on an appeal is a final disposition of that appeal. Senate has conferred on the committee the power of making final decisions pursuant to Section 36 (b) of the *University Act*.

(2) If an issue on an appeal raises, in the opinion of the committee, an unsettled question of policy or procedure of general importance to the University, the committee may refer that question to the Senate for a ruling.

2.03 (1) The committee shall allow an appeal where it decides that the decision has been arrived at through improper or unfair procedures, and that as a results a wrong decision on the merits has or may have been arrived at. Without limiting the generality of the phrase "improper or unfair procedures" it shall be construed to include the consideration of information which ought not to have been considered.

(2) "Allow an appeal" means such one of the following as the committee deems appropriate in any given case:

(a) A reversal of the decision of the Faculty and the granting of such academic standing to the appellant as the committee thinks fit in the circumstances; or

(b) A quashing of the decision of the Faculty, and the sending of the matter back to the Faculty to be dealt with in accordance with proper procedures.

2.04 (1) In all cases other than those falling within paragraph 2.03 the committee shall dismiss the appeal.

(2) "Dismiss an appeal" means to decide that the decision being appealed from is confirmed.

2.05 In order to ensure that an appeal is fairly conducted, the committee may in any particular case waive any of the procedural rules provided for in these regulations, or may make such further ancillary rulings on procedure as it sees fit.

2.06 Members of the committee will not discuss the substance of an appeal with any of the parties other than at a hearing.

2.07 The committee shall make annual reports to Senate. The report shall state the number of appeals heard, their disposition, and the general nature of the appeals and shall draw Senate's attention to any other matters of general significance in the University which have arisen out of the committee's work. (Senate minutes pp. 7522-7)

Budget

Terms of reference

1. To meet with the President and assist him in the preparation of the University budget. **In advising the President on the University budget, the Senate Budget Committee may request information on any of the fund accounts of the University.**
2. To make recommendations to the President and to report to Senate concerning academic planning and priorities as they relate to the preparation of the University budget.

Continuing Studies

Terms of reference (**re-written**)

1. To keep under review the policies and programs of the University with respect to all its continuing education activities.
2. To monitor Senate's policy of reducing restrictions and expanding the availability of degrees and other credentials through part- time studies, and to make recommendations to Senate on these matters.
3. To receive the annual U.B.C. report on Continuing Studies and to convey it to Senate along with the committee's comments.
4. To undertake other tasks which may from time to time be referred to it by the President or the Senate.

Curriculum

Terms of reference (no changes)

To consider proposals from Faculties for changes, additions or deletions of courses and for new programs of study, new academic organization and new degrees, and to make recommendations thereon to Senate.

To recommend, where appropriate, an order of priority for the implementation of the recommendations of the committee.

Elections

Terms of reference (no changes)

To hear appeals on election irregularities. (p. 7066 Senate minutes)

That the mandate of the Senate Committee on Elections be expanded to give the Committee power to disqualify a candidate found to have committed election irregularities in the election under review by the Committee and the power to disqualify a candidate from participating in the new election if one should be called by the Committee. (March 16, 1998, Senate Minutes, p. 9241)

Liaison with Post-Secondary Institutions

Terms of reference (no changes)

To provide liaison between this University and other post-secondary institutions in the Province. (Senate minutes p. 6397)

Library

Terms of reference

1. To advise and assist the Librarian in:
    a. formulating a policy for the development of resources for instruction and research;
    b. advising on the allocation of **collection** funds to the fields of instruction and research;
    c. developing a general program of library service for all the interests of the University; and
    d. keeping informed about the library needs of instructional and research staffs, and keeping the academic community informed about the library.
2. To report to Senate on matters of policy under discussion by the committee.
3. To recommend to the Senate with respect to rules on the management and conduct of the Library.

Nominating

Terms of reference (no changes)

To nominate the elected membership of all Senate committees, unless Senate otherwise provides, and to recommend the size of each committee.

Student Appeals on Academic Discipline

Terms of reference (no changes)

To hear and determine final appeals by students in matters of academic discipline. (p. 6397)

Student Awards

Terms of reference (no changes)

To advise the Director of Awards and Financial Aid on matters of policy relating to fellowships, scholarships, exhibitions, bursaries and prizes. (p. 7265 Senate minutes)

Tributes

Terms of reference (no changes)

1. To consider persons who are suggested to the Committee or whom it considers to be suitable recipients for honorary degrees and to make recommendations to Senate.
2. To recommend to Senate emeritus status in appropriate cases.
3. To prepare a statement regarding deceased members of Senate to be recorded in the minutes.

Periodic Review

The committee recommends that the terms of reference should be reviewed by the Nominating Committee during the third year of each Senate.

2. Continuing Studies

The committee recommends that the Associate Vice President of Continuing Studies replace the Director of Continuing Education and the Director of Extra-Sessional Studies as an ex-officio member of this committee.

3. Student Awards

The committee recommends that the appointment of the Vice President Student and Academic Services as an ex-officio member of the Student Awards Committee be discontinued.

4. Ad Hoc Committee on University Organization

In accordance with section 4.2.14 of the Rules and Procedures of the Senate the committee recommends that Dr. D. A. Wehrung be coopted as a member of the Ad Hoc Committee on University Organization.

5. Membership of Ad Hoc Committee to Review Teaching Evaluation

At its meeting of May 18, 1994, Senate agreed to the establishment of an ad hoc committee for the purpose of reviewing the progress made following the adoption of the recommendations of the Senate Ad Hoc Committee on Teaching Evaluation (1990).

The Nominating Committee recommends the following membership: Dr. J. Barman Mr. P. T. Brady Dr. M. G. R. Coope Dr. J. Gosline Dr. V. J. Kirkness Mr. S. C. S. Tam 1 additional student to be named

6. Vacancies on Senate Committees

The Nominating Committee nominates the following to fill vacancies on Senate Committees:

Academic Policy
Dr. A. J. Sinclair - replacing Dr. R. C. Tees

Agenda
Dr. D. R. Atkins - replacing Dr. D. A. Wehrung

Budget
Dr. D. R. Atkins - replacing Dr. D. A. Wehrung;
Dr. A. P. Autor - replacing Dr. R. C. Tees

Continuing Studies
Dean E. H. K. Yen - replacing Dean M. A. Boyd

Curriculum
Prof. P. T. K. Lin - replacing Mr. P. T. Brady

Elections
Mr. D. R. Verma - replacing Mr. D. A. Anderson;
Dean E. H. K. Yen - replacing Dean M. A. Boyd

7. Membership and Officers of Senate

Section 36 (a) of the *University Act* states that Senate shall elect a Vice Chair at least annually, who shall chair meetings in the absence of the President; but in no case shall a Vice Chair serve more than two consecutive terms.

The Committee nominates Dr. R. M. Will for the position of Vice Chair for the 1994-95 session."

Dr. Williams
Dr. MacDougall } *That the recommendations concerning the terms of reference of Senate committees, the periodic review of terms of reference, and the recommendations concerning the membership of the committees on Continuing Studies and Student Awards be approved.*

Carried.

Dr. Will drew Senate's attention to the fact that according to the Rules and Procedures of Senate, *Robert's Rules of Order* shall govern Senate in all cases to which they are applicable and in which they are not inconsistent with the Rules and Procedures. Dr. Will explained that *Robert's Rules of Order* says that in the committees of the assembly the quorum is a majority unless otherwise stated. He noted that only the Senate Committee on Appeals on Academic Standing has a Senate approved quorum. He suggested that decisions of committees could be challenged in the absence of an approved quorum and that he would therefore be presenting a motion at the next meeting of Senate requesting that all committees establish a quorum and that this information be added to the terms of reference of each committee.

Dr. Williams drew Senate's attention to item 4. of the report explaining that the *Ad Hoc* Committee on University Organization wished to co-opt Dr. Wehrung who had

been a member of the committee prior to taking administrative leave; the reason being that a new member would not be familiar with the work already in progress.

Dr. Williams
Dr. Shearer
} *That Dr. D. A. Wehrung be co-opted as a non-Senate member of the* Ad Hoc *Committee on University Organization.*

Dean Grace drew attention to the gender imbalance in the membership of the committee and also noted that the student vacancy had not been filled. In response, Dr. Williams stated that the student vacancy on the committee had only just been declared and that the students were welcome to nominate a student senator to take part in the deliberations of the committee in the final stages of its second report to Senate.

There was further discussion concerning the membership of the committee during which Dean Smith stated that she felt that work of the committee could be enhanced if the issue of membership was reconsidered by the Nominating Committee, bearing in mind gender balance and representation of smaller Faculties.

Dr. Williams withdrew the motion to co-opt Dr. Wehrung stating that the Nominating Committee would reconsider the question of membership.

Referring to items 5. and 6. of the report, Dr. Williams moved the following motion:

Dr. Williams
Dr. MacDougall
} *That the recommendations of the Nominating Committee concerning the membership of the* Ad Hoc *Committee to Review Teaching Evaluation, and vacancies on Senate committee be approved.*

Carried.

Dr. Williams
Dr. MacDougall } *The committee nominates Dr. R. M. Will for the position of Vice Chair for the 1994-95 session.*

Carried.

STUDENT AWARDS

New awards (see Appendix)

In presenting the report Dr. Cook drew Senate's attention to the Walter H. Gage and Elsie M. Harvey Education Abroad Scholarships totalling $59,550, noting that Walter Gage was a former teacher, administrator and President of UBC. Dr. Cook also drew attention to the Judith C. Thiele Memorial Scholarship for visually disabled students, and noted that Judith was one of the first of totally blind professional librarians in North America. A further award to which Dr. Cook drew attention was the Shaughnessy Hospital Volunteer Society Fellowship in Health Care in the amount of $15,000 from the proceeds of their volunteer work.

Dr. Cook
Mr. Banfield } *That the awards (listed in Appendix) be accepted and forwarded to the Board of Governors for approval and that letters of thanks be sent to the donors.*

Dean Marchak drew attention to the Sopron Alumni Scholarship to be offered to a student who has a degree from a Hungarian University pursuing graduate study in Forestry and Wood Science and asked if there were a large number of such students. Vice President Birch stated that there had been a number of students from Sopron studying at UBC but that it was his understanding that it was not to be limited to Forestry. It was agreed that approval of the scholarship be withheld pending clarification.

The motion was put and carried.

AD HOC COMMITTEE ON UNIVERSITY ORGANIZATION

Dr. Shearer, Chair of the committee, informed Senate that the committee had nothing to report at the present time. Referring to the issue of the membership of the committee, Dr. Shearer requested that members nominated by the Nominating Committee be allowed to attend meetings prior to ratification by Senate in order to allow the work of the committee to proceed as quickly as possible.

Dr. MacEntee referred to the first report of the committee, drawing attention to the section on consultation which included a statement on the time that committee members could devote to this task, the resources available to the committee, and the fact that the perceived urgency of proceeding with the review did not permit the committee to consult directly and widely with individual faculty members and students. In light of issues raised by members of Senate concerning the actions of the committee, Dr. MacEntee suggested that the University should not be proceeding with great urgency at the cost of inadequate consultation across the campus.

Chair in Cardiology

Vice President Birch spoke briefly to a proposal to change the name of the Chair in Cardiology to the "Heart and Stroke Foundation Chair in Cardiology" stating that the change was was being made in recognition of the role of the Hearth and Stroke Foundation in funding the endowed chair.

Dr. Birch
Dr. Slonecker
} *That Senate name the Chair in Cardiology the "Heart and Stroke Foundation Chair in Cardiology".*

Mr. de Pfyffer informed Senate that the Heart and Stroke Foundation does not supply any funds at all to the Stroke Recovery Association of British Columbia. He stated that in a

recent report, the President of the Association stated that the Stroke Recovery Association of B.C. does not receive any funding from the Heart and Stroke Foundation because they are two separate groups. He noted that the foundation spends most of its money on heart research and very little on stroke research.

The motion was put and carried.

Preliminary enrolment figures - 1994-95

The Registrar commented briefly on the report, noting that registration in those programs that have quotas is more accurate than in previous years. He stated that this is due to a lot of hard work by the staff of the Admissions Office who have a very difficult task in attempting to register exactly the right number of students, mainly because the final gpa's for those leaving high school are not known until early in August, and also because only about 50% of students who are offered admission actually register and some students who do register subsequently withdraw.

The Registrar also noted that although there is a general perception that it is very difficult to transfer from a college into university programs in general and UBC programs in particular, the report shows that students were able to transfer into third and fourth year Science programs with the University minimum GPA of 2.0.

In response to a query, the Registrar explained that the figures under the column headed "New to UBC accepts" represent the number of offers made to students.

Other business

ENVIRONMENT FOR TEACHING

Mr. Woo, student senator, noted that at its meeting of September 15, 1993, Senate approved all five recommendations from the report of the Senate *Ad Hoc* Committee on

the Environment for Teaching. In the report, recommendation 3 asked the Vice President Academic to provide Senate with a report from the Committee of Deans' Working Group on Teaching and Learning by September 1994.

Vice President Birch responded that he had received a draft report from that committee and anticipated that the report would be available for the October meeting of Senate.

GRADE POINT AVERAGES

Mr. Lim, student senator, drew attention to the fact that although the published minimum grade point average for admission to first year Science was 2.5, the 1994 cutoff was 3.38 and expressed concern that this increase was denying accessibility to UBC to many high school students. Dr. Will stated that the problem was the number of places available, not the grade point average.

Adjournment

The meeting adjourned at 10.00 p.m.

Next meeting

The next regular meeting of Senate will be held on Wednesday, October 19, 1994.

Appendix

AWARDS RECOMMENDED TO SENATE

Gabriel L. ALLARD Memorial Bursary in Computer Science -A $450 bursary has been endowed in memory of Gabriel L. Allard by friends, colleagues and BC Tel. The award is offered to an undergraduate student in the Computer Science Program in the Faculty of Science. ($400 available 1994/95 Winter Session.)

Zoeann Rea ARMSTRONG Memorial Bursary -A $300 bursary has been endowed by family and friends in memory of Zoeann Rea Armstrong. Beginning in 94/95 Winter Session, the award is offered to a student in the two year program for registered nurses and in alternating years, it is offered to a medical student enrolled in a cardiology course in the Faculty of Medicine. (Available 1994/95 Winter Session.)

ART History Travel Research Scholarship -Scholarships totalling $6,000 are offered to graduate students in Art History to assist them in the study of works of art in galleries and museums around the world. The awards are made on the recommendation of the Department of Fine Arts in consultation with the Faculty of Graduate Studies. ($4,700 available 1994/95 Winter Session.)

BACKMAN Award in Natural Resources Conservation -Two $1,000 awards are offered by A.V. Backman (B.A.Sc. '43, M.F. '93) and Elizabeth Backman (B.A. '45, B.S.W. '46) to students studying in Natural Resources Conservation in the Faculty of Forestry. One award is offered to an undergraduate student entering fourth year and the other award is offered to a student entering the first year graduate program. Both awards will be made on the basis of academic excellence and participation in student activities such as the Forestry Undergraduate Society, Students for Forestry Awareness or a student newspaper. The awards will be made on recommendation of the Faculty of Forestry, and in the case of the graduate students, in consultation with the Faculty of Graduate Studies. (Available 1994/95 Winter Session.)

CATHAY Pacific Education Abroad Scholarship -Four scholarships of $7,500 each have been endowed by Cathay Pacific Airways Ltd. and the Province of British Columbia. The awards are offered to students participating in the Education Abroad Programs between UBC and universities in Asia. Two awards are offered to students coming to UBC, with preference given to students from Hong Kong. These awards are made on the recommendation of an Alumni Committee in Hong Kong. Two awards are offered to UBC students exchanging with visiting students on the nomination of the Education Abroad Advisory Committee. Students will be designated Cathay Pacific Education Abroad Scholars. (Two awards at $5,000 each available 95/96 Winter Session.)

CHAN Tat Chee Memorial Education Abroad Scholarship -Scholarships totalling $30,000 have been endowed by the Chan Tat Chee Memorial Fund and the Province of British Columbia. The scholarships are offered to students selected to participate in Education Abroad Programs and are allocated equally between incoming and outgoing UBC students exchanging with Hong Kong institutions. Students will be designated Chan Tat Chee Education Abroad Scholars. The awards are made on the recommendation of the Education Abroad Advisory Committee in consultation with the Director, Office of Awards and Financial Aid. ($11,00 available 95/96 Winter Session.)

Benjamin John EDINGER Memorial Prize in French Literature -A $750 prize has been endowed by family and friends in memory of Benjamin Edinger (1969-1993). The award is offered to an outstanding student in the M.A. program whose studies focus on European French literature, and is made on the recommendation of the Department of French in consultation with the Faculty of Graduate Studies. (Available 1994/95 Winter Session.)

Walter H. GAGE and Elsie M. Harvey Education Abroad Scholarship -Scholarships totalling $59,550 have been endowed through the estates of Walter H. Gage and Elsie M. Harvey. The scholarships are offered to both incoming and outgoing undergraduate students participating in Education Abroad Programs. The awards are made on the nomination of Education Abroad Program Advisory Committee in consultation with the Director of the Office of Awards and Financial Aid. (Available 94/95 Winter Session.)

GREEN College Fellowship -Two fellowships of $15,000 each per year for a period of two years are offered by Green College. The awards are offered to students in any field who are members of Green College, with preference given to doctoral students. The fellowships are made on the recommendation of the Faculty of Graduate Studies and the Green College Admissions Committee. (Available 1994/95 Winter Session.)

Brenda HANSON Memorial Scholarship in Forestry -A $1,000 scholarship has been endowed in memory of Brenda Hanson. The award is offered to a graduate student in Forestry specializing in integrated forest resource management and timber supply analysis. The award is made on the recommendation of the Faculty of Forestry in consultation with the Faculty of Graduate Studies. (Available 1994/95 Winter Session.)

Michael and Sonja KOERNER First Nations Fellowship -A fellowship of $8,850 has been endowed by Michael and Sonja Koerner and the Province of British Columbia for an aboriginal graduate student. Preference is given to a student studying Commerce and Business Administration. The award is made on the recommendation of the Faculty of Graduate Studies in consultation with the First Nations House of Learning. (Available 95/96 Winter Session.)

LAW Foundation Bursary -Bursaries totalling $40,000 have been endowed by the Law Foundation of British Columbia and the Province of British Columbia. The awards are offered to students in the Faculty of Law. (NOTE: This replaces award #7764 LAW Foundation Bursary which was annually funded and is now endowed.)

Simon K.Y. LEE Foundation Ltd. Education Abroad Scholarship -Scholarships totalling $30,000 have been endowed by the Simon K.Y. Lee Foundation Ltd. and the Province of British Columbia. The awards are offered to students participating in Education Abroad Programs and are made on the recommendation of the Education Abroad Program Advisory Committee in consultation with the Director of the Office of Awards and Financial Aid. Preference is given to students going to or coming from Hong Kong. Students will be designated Simon Lee Education Abroad Scholars. ($8,000 available 94/95 Winter session.)

LONDON Drugs Scholarship -A minimum of four scholarships totalling $6,000 has been endowed by London Drugs. The awards are offered to students in any year of an undergraduate program with preference given to students in the Faculty of Pharmaceutical Sciences. At least two of the scholarships will be given to students who entered the university from an institution in the Province of Alberta. The awards are made on the recommendation of the Faculty of Pharmaceutical Sciences. ($5,400 available 94/95 Winter Session.)

Ann MUNTON Memorial Scholarship in English -A $300 scholarship has been endowed by family, colleagues and friends in memory of Dr. Ann Munton. The award is offered to a student specializing in English and is made on the recommendation of the department. (Available 199495 Winter Session.)

Shuryo NAKAI Scholarship in Food Science -A $460 scholarship has been endowed by friends and colleagues in honour of Shuryo Nakai. The award is offered to a student in the Department of Food Science and is made on the recommendation of the department. In the case of graduate students the award is made in consultation with the Faculty of Graduate Studies. (Available 1994/95 Winter Session.)

W.D. POWRIE Scholarship in Food Science -A $385 scholarship has been endowed by friends and colleagues in honour of William D. Powrie. The award is offered to a graduate student in the Department of Food Science and is made on the recommendation of the department in consultation with the Faculty of Graduate Studies. (Available 1994/95 Winter Session.)

SHAUGHNESSY Hospital Volunteer Society Fellowship in Health Care -A $15,000 fellowship has been endowed by the Shaughnessy Hospital Volunteer Society for a graduate student in the field of health care. Preference may be given to a student with volunteer experience. The award is made on the recommendation of the Faculty of Graduate Studies. (Available 1994/95 Winter Session.)

David SHUM Memorial Prize in Computer Science -A $450 prize has been endowed by family and friends in memory of David Shum. The award is offered to a second year student in the Computer Science program in the Faculty of Science and is made on the recommendation of the Department of Computer Science. (Available 1994/95 Winter Session.)

ST. John's Fellowship -Fellowships of $15,000 each for up to three years are offered by Alumni and friends of St. John's University which existed in Shanghai, China from 1879 to 1949. The fellowships are awarded to international students in any field of study and are made on the recommendation of the Faculty of Graduate Studies in consultation with St. John's alumni representatives. ($30,000 available 1994/95 Winter Session.)

Judith C. THIELE Memorial Scholarship -A $1,300 scholarship for visually disabled students has been endowed by family and friends in memory of Judith C. Thiele, B.A., B.L.S., co-founder and Reference & Collections Librarian, Crane Library and Resource Centre, UBC. Ms. Thiele was one of the very few totally blind professional librarians in

North America, an educator, academic, researcher, internationally recognized expert on braille transcription and special information technologies and community worker and activist on behalf of persons with disabilities. The award is made on the nomination of the Committee on Awards for Students with Disabilities. Application forms must be submitted by October 15 to the Awards and Financial Aid Office. (Available 1994/95 Winter Session.)

Jay WADSWORTH Memorial Scholarship in Special Education -A $300 scholarship has been endowed by friends of Jay Wadsworth. The award is offered to a graduate student in the field of orientation and mobility of the blind and visually impaired within the Department of Educational Psychology and Special Education. The award is made on the recommendation of the Department and the Faculty of Education, in consultation with the Faculty of Graduate Studies. (Available 1994/95 Winter Session.)

WAH-SHEUNG Prize in Physiology -Up to two prizes totalling $600 has been endowed for graduate students who exhibit the best combination of academic achievement and research potential. To be eligible, students must have an abstract accepted for presentation at an international meeting. The award is made on the recommendation of the Department of Physiology in consultation with the Faculty of Graduate Studies. (Available 1994/95 Winter Session.)