Vancouver Senate Secretariat
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VANCOUVER SENATE

MINUTES OF APRIL 20, 2005

Attendance

Present: President M. C. Piper (Chair), Dr. A. McEachern (Chancellor), Vice-President L. Whitehead, Dr. P. Adebar, Mr. B. Ahmadian, Mr. B. Aujla, Dr. B. Bemmels, Dean M. A. Bobinski, Mr. P. T. Brady, Dr. J. Brander, Dr. L. Brinton, Dr. M. Cameron, Dr. J. Carolan, Ms. J. Collins, Ms. G. Eom, Dr. D. Fielding, Ms. M. Friesen, Mr. C. Funnell, Dean N. Gallini, Principal J. H. V. Gilbert, Ms. T. Gillespie, Dr. D. Granot, Dean F. Granot, Dr. L. Gunderson, Mr. S. Haffey, Dr. P. G. Harrison, Dr. R. Harrison, Dean J. Hepburn, Dr. R. Irwin, Dean M. Isaacson, Dr. J. Johnson, Dr. R. Kerekes, Dr. V. LeMay, Ms. P. Liu, Ms. D. Loo, Dr. P. L. Marshall, Ms. L. McLean, Dr. P. Mosca, Dean D. Muzyka, Ms. I Noohi, Mr. P. Orchard, Dean M. Quayle, Ms. C. Quinlan, Dr. A. Rose, Dr. H. J. Rosengarten, Dr. J. Sarra, Ms. E. Segal, Dr. C. Shields, Associate Vice-President & Registrar B. J. Silzer, Dean R. Sindelar, Dr. B. Stelck, Dr. D. Steyn, Dr. J. Thompson, Dr. S. Thorne, Dean R. Tierney, Mr. M. Tung, Mr. D. Verma, Dr. R. Windsor-Liscombe, Dr. R. A. Yaworsky.

By Invitation: Mr. D. Pavlich, Vice-President, External & Legal Affairs; Mrs. N. Robinson, Secretary to the Board of Governors.

Regrets: Mr. R. Affleck, Dr. J. D. Berger, Prof. C. Boyle, Mr. E. Cheung, Dr. E. Dean, Dr. J. Dennison, Ms. E. Gibson, Associate Vice-President J. Hutton, Mr. J. Jawanda, Dr. S. B. Knight, Dr. B. S. Lalli, Mr. T. P. T. Lo, Mr. R. Lowe, Dr. M. MacEntee, Dr. K. MacQueen, Mr. W. McNulty, Dr. D. Paterson, Dr. B. Rodrigues, Mr. J. Rogers, Dean J. Saddler, Dean G. Stuart, Dr. R. C. Tees, Dr. H. van Vuuren, Dr. R. Wilson, Dean E. H. K. Yen, Mr. D. Younan.

Recording Secretary: Ms. L. M. Collins.

Notice of Date and Location Change for May 2005 Meeting

The Secretary had circulated notice that the May 2005 meeting of Senate was to be held on Tuesday, May 17 at 7:00 p.m. in the Forest Sciences Centre, Room 1005.

Senate Membership

INTRODUCTION OF STUDENT SENATORS

The following representatives of the student body had been elected to Senate for the term from April 1, 2005 until March 31, 2006.

Student Representatives to Senate 2005 - 2006

(Term from April 1, 2005 to March 31, 2006. One representative elected by each faculty + 5 members at large.)

* Representative to be confirmed

\+ Representative to be elected in September

Land & Food Systems
Ms. Torill Gillespie, 3rd year Land and Food Systems

Applied Science
Mr. Bijan Ahmadian, 4th year Applied Science

Arts
Ms. Lianne McLean, 4th year Arts

Commerce and Business Administration
Mr. Mike Tung, 3rd year Commerce

Dentistry
Mr. Diaa Younan, 3rd year Dentistry

Education +
Ms. Debbie Loo, 1st year Education (Secondary)

Forestry
Ms. Emma Gibson, 1st year Forestry

Graduate Studies
Mr. Philip Orchard, Ph.D. Candidate

Law
Ms. Elizabeth Segal, 1st year Law

***Medicine** **

Ms. Pamela Liu, 2nd year Medicine

Pharmaceutical Sciences

Mr. Jasdeep Jawanda, 3rd year Pharmaceutical Sciences

Science

Mr. Cameron Funnell, 2nd year Science

Members-at-large

Mr. Birinder (Sunny) Aujla, 3rd year Arts
Mr. Edward Cheung, 3rd year Science
Ms. Jennifer Collins, 2nd year Arts
Ms. Gina Eom, 3rd year Science
Ms. Ida Noohi, 2nd year Arts

The President welcomed the new student representatives to Senate and thanked them for agreeing to serve. Those Student Senators present introduced themselves.

Minutes of the Previous Meeting

Principal Gilbert
Dr. Rosengarten
} *That the Minutes of the meeting of March 23, 2005 be adopted as circulated.*

Carried.

Remarks from the Chair and Related Questions

UPCOMING TRIP TO ASIA

The President reported that a UBC delegation was scheduled to travel to Asia in late April through early May to attend several events, including the Universitas 21 Annual General Meeting at Fudan University on April 28 and 29, the opening of the UBC Asia Pacific Regional Office in Hong Kong on May 3, and a University Presidents' Global Forum to commemorate the centennial anniversary of Korea University in Seoul, Korea on May 4.

HONORARY DEGREE RECIPIENTS 2005

The President announced that the following dignitaries had agreed to attend a 2005 UBC graduation ceremony to receive an honorary degree:

- Peter Brown, former chair UBC board of Governors, businessman and philanthropist;
- Raffi Cavoukian, the internationally acclaimed singer and songwriter;
- Dr. John Hood, vice-chancellor of Oxford University, business and academic leader;
- Karyn Kaufman, professor of family medicine and head of the midwifery education program at McMaster University;
- Economics Professor Dr. Robert Lacroix, instrumental in the design of the Canada Research Chairs program;
- Anthony J. Leggett, University of Illinois professor of physics, a world leader in the theory of low-temperature physics;
- Reverend Shunmyo Masuno, internationally acclaimed landscape architect;
- Canadian diplomat Carolyn McAskie;
- P. K. Page, distinguished poet, painters and memoirist;
- Dr. Shirley Thomson, chair of the Canadian Cultural Property Export Review Board;
- Dr. Elvi Whittaker, anthropologist and former UBC professor.

The President encouraged all members of Senate to attend at least one of the graduation ceremonies where these degrees were to be conferred.

Academic Policy Committee

Principal Gilbert presented the reports on behalf of the Committee.

NAMING OF GRADUATE DEGREES

The Committee had circulated the following document for information. Principal Gilbert acknowledged the efforts of Dr. Rose and Dr. Thompson in preparing the document.

Report of the Sub-Committee of the Senate Academic Policy Committee on Naming of UBC Master's Degrees

Background:

The Faculty of Graduate Studies was established by the Board of Governors upon the recommendation of Senate in February, 1949. In 1986, the legislative and administrative authority, regarding graduate programs in all matters concerning admission, scholarships, programs and examinations, was vested in the Graduate

Council. Until September 2004, all Master's programs at UBC were graduate programs under the governance of the Faculty of Graduate Studies. At the September 2004 meeting of Senate, responsibility for four professional degree programs (Pharm.D., M.Eng., MBA and M.M.) was transferred to the disciplinary Faculties. Questions surrounding the transfer prompted the Policy Committee of Senate to strike a subcommittee to explore the naming of UBC Master's Degrees.

A sub-committee of the Senate Academic Policy Committee was formed, composed of John Gilbert, Paul Harrison, Rob Tierney and chaired by Ann Rose with Jim Thompson, Chair of the Graduate Council Policy Committee as *ex officio*. The subcommittee has sought input from the broader academic community and in particular the Deans of each of the disciplinary faculties.

There are three general categories of Master's degrees given at UBC:

THESIS-BASED MASTER'S:

In 1996, Dean John Grace defined a research Master's degree as one awarded in programs where a research thesis represents the major output of the program, and a professional degree as awarded in programs where there is no research thesis. At the December 4, 2003 meeting of the Graduate Council of Senate a motion was passed to define a research Master's as "a Master's degree requiring submission of a thesis to the Faculty of Graduate Studies. The thesis is to be a formal scholarly report of a particular subject." Listed with the definition will be the following:

The thesis is to undergo a significant adjudication process and is to demonstrate the student's:

- familiarity with and understanding of previous work in the field,
- ability to design and carry-out a research project,
- ability to organize and clearly present the research results obtained,
- ability to critically evaluate and draw conclusions about the work and to relate it to knowledge in the field,
- ability to present the thesis in good literary style.

The following degree names are currently used for thesis-based degrees awarded by the Faculty of Graduate Studies (not a comprehensive list): MA (Arts), MASA (Arts), MASLA (Agriculture), MAP (FoGS), MFA (Arts), MF (Forestry), MHSc (Medicine), MASc (Applied Science), MMus (Arts), MSc (Science), MScB (Sauder), MSN (Applied Science), MSCP (FoGS), LLM (Law). The recommendation of the Academic Policy Committee is that thesis-based Master's degrees carry a limited number of degree names. On the parchment following the degree name will be printed the name of the Graduate Program and discipline where appropriate.

PROFESSIONAL MASTER'S

Currently, there is no academic definition of what constitutes a professional Master's degree. For the purposes of discussion, the subcommittee looked at Dean Chant's report on Professional vocations in the Organization of the University adopted January 7, 1949. Some of the points raised in this report may be useful in identifying professional Master's programs, for example: 1) the courses are mainly professional or vocational in character, 2) there is a specialized curriculum leading to a distinctive degree, 3) policies do not generally affect policies in other departments, 4) there exists a relationship with an outside profession resulting in professional requirements being considered in the curriculum.

We recommend that the degree name for a professional Master's program adhere to national and international standards in that profession. Although this is more or less the current practice, it is not necessarily true for many of our Master's. In future, new professional programs would need to document how the proposed name meets the nationally- and internationally-accepted professional standard.

COURSE BASED MASTER'S

A third category of Master's degrees exists at UBC. These are course-based Master's. Although this is a category with growing popularity, there are currently no consistent academic criteria, nor nomenclature. They do not meet the definition of thesis-based Master's nor are all of these programs professional Master's. The Senate Policy Committee recommends that they not carry the identical degree name as a thesis-based Master's.

Implications:

We feel that systematic naming of Master's degrees at UBC could be helpful in readily identifying the type of program completed.

Ann Rose, SubCommittee Chair
December 5, 2004

Discussion

Dean Isaacson remarked that, although the report had been nicely prepared, the wording of the covering memorandum seemed ambiguous. The Committee suggested in its covering memorandum that the document should be included in the Senate Policy Abstracts, yet had not proposed a motion for adopting or endorsing the document. Dean Isaacson requested that the Minutes of Senate clarify that the item had been circulated for information only, with no approval sought. Principal Gilbert and the recording secretary agreed.

In response to a question from Dr. Shields, Dr. Thompson clarified that the degrees listed in the document as thesis-based master's degrees were not intended to constitute a complete list.

MEMBERSHIP IN THE FACULTY OF GRADUATE STUDIES

Note: The full text of this report is not included in the Minutes. Copies are available from the Assistant Registrar, Senate & Curriculum Services.

The Committee had circulated a proposed policy on Membership in the Faculty of Graduate Studies. The policy had been developed by the Faculty of Graduate Studies Academic Policy Committee, and had been approved by the Senate Academic Policy Committee. If approved, the policy was to replace the current policy (dated April 2000) and its associated administrative procedures (dated March 1990).

Principal Gilbert
Dr. Thompson
} *That Senate approve the Policy on Membership in the Faculty of Graduate Studies with associated administrative procedures, as circulated.*

Discussion

Principal Gilbert reported that the proposed policy had been the subject of considerable discussion by the Academic Policy Committee. The covering memorandum included a list of proposed revisions to the current policy and procedures.

Mr. Haffey pointed out that the document did not specify how a faculty member was to initially become a member of the Faculty of Graduate Studies. Dean Granot replied that, under the current policy, Deans nominated faculty members within their respective Faculties for membership in the Faculty of Graduate Studies.

Dr. Brinton expressed the following concerns about the proposed administrative procedures:

- Page 1, Item 1: Criteria to Maintain Membership in the Faculty of Graduate Studies. Four of the seven criteria for maintaining membership related to student, rather than supervisory performance, meaning that the faculty member was to be assessed using factors that were beyond his/her control. Even with the best supervision, students sometimes do not complete their programs. Even with the worst supervision, some students complete their programs "in a timely manner."
- Demonstrating productivity by publishing in refereed journals was not sufficiently emphasized in the document, although this was considered a very important metric by many departments, including the Department of English.
- The listed criteria for maintaining membership might lead to supervisors agreeing to accept only the best graduate students. While UBC strives to recruit the best students, a few students struggle and encounter problems, and it may become difficult to identify supervisors for these relatively weak students. The criteria appeared not to reward faculty who were willing to shepherd weaker students successfully through a graduate program.
- The document suggested that faculty who were not actively engaged in supervision might be "cast out" of the Faculty of Graduate Studies, which could be very damaging to faculty working in highly specialized but unpopular subject areas. The document failed to account for the fact that even distinguished professors may not always have graduate students.

Dr. Brinton suggested that the document would be improved if it addressed, in positive terms, the ways that faculty members support graduate students. Dean Granot responded that the document specified that the criteria listed did not constitute an exhaustive list, and agreed that there were many other ways by which a faculty member could demonstrate competency. The Dean added that she applauded faculty who were willing to work with weaker students. The document had been drafted with the recognition that the research and supervision environments were different in each Faculty, and that it would be difficult to identify criteria that would apply to all.

Dean Isaacson commended the report for its underlying goal of providing outstanding supervisory environments for graduate students. He added, however, that the needs of graduate students must be balanced with the needs of faculty members, and that the ability to supervise graduate students had a significant impact on faculty members. Without

this ability, a faculty member might not be able to engage in research and publication activities, and might even be ultimately denied tenure.

Dean Isaacson expressed two concerns:

- Although Deans in the disciplinary Faculties were directly responsible for their respective faculty members, the document placed the disciplinary Deans in a subsidiary role to that of the Dean of the Faculty of Graduate Studies; and
- The document stated that many people, including Deans and representatives from the Faculty Relations Office, had reviewed the proposed policy and procedures. As a disciplinary Dean, however, Dean Isaacson stated that he had not seen the document prior to its submission to Senate. Furthermore, Dean Isaacson reported that he understood the review by Faculty Relations to have been very cursory in nature and guided by a single difficult situation.

Dean Isaacson
Dean Tierney

That the Policy on Membership in the Faculty of Graduate Studies and its associated administrative procedures be referred back to the Academic Policy Committee to allow for further consultation prior to presentation for Senate approval.

The motion to refer was put and carried.

Admissions Committee

CALENDAR CHANGES ON ADMISSIONS ITEMS

Note: The full text of the Admissions Committee Calendar Changes report is not included in the Minutes. Copies are available from the Assistant Registrar, Senate & Curriculum Services.

Dr. Rosengarten presented the reports, as Chair of the Committee.

Nursing: Deletion of Biology 11

Dr. Rosengarten
Dr. R. Harrison

That Senate approve the deletion of Biology 11 as an admission requirement for the Bachelor of Science in Nursing, as circulated.

Carried.

Addition of Civic Studies 11

Dr. Rosengarten
Dean Muzyka

That Senate approve the addition of Civic Studies 11 to the list of acceptable Grade 11 courses for admission from a BC/Yukon Secondary School, as circulated.

Carried.

BC Certificate of Graduation: Changes in requirements

Dr. Rosengarten
Principal Gilbert

That Senate approve the changes in requirements for applicants with a BC Certificate of Graduation with both high school and post secondary coursework, as circulated.

Carried.

BC Adult Graduation Diploma (BCAGD) and Adult Basic Education (ABE) Courses

Dr. Rosengarten
Mr. Brady

That Senate approve the changes in admission requirements for applicants presenting the BCAGD or ABE courses with the BC Certificate of Graduation (Dogwood), as circulated.

Carried.

Agenda Committee

PRESIDENTIAL SEARCH

Please see also 'Appendix A: Presidential Search.'

As Chair of the Committee, Dean Isaacson presented proposed principles and terms of reference for a Presidential Search Committee. He explained that the Secretary to the Board of Governors had forwarded the documents to Senate, and that the Agenda Committee had reviewed and endorsed them. There were several editorial amendments to the "Search Committee Composition" section, which are reflected in *Appendix A* using strikethrough and bold text.

Dean Isaacson
Dr. Rosengarten
} *That Senate approve the proposed principles and terms of reference for the Presidential Search Committee, as amended.*

The President recognized and welcomed guests Mr. Dennis Pavlich, Vice-President, External & Legal Affairs, and Mrs. Nina Robinson, Secretary to the Board of Governors.

In response to a question from Mr. Brady, Vice-President Pavlich indicated that the approval of Senate was necessary before the search could proceed, and that Senate could choose to amend the documents prior to approval.

In response to a question from Dr. Steyn, the President stated that the main tasks of the Management Resources Compensation Committee (MRCC) were to evaluate the performance of the President and to consider compensation for the President and the Vice-Presidents.

In response to a question from Dr. Gunderson, Chancellor McEachern stated that the proposed number of members (21) had been derived by adding several representatives from UBC Okanagan to the number of Committee members used in the previous two presiden-

tial searches at UBC. The Chancellor noted that, although the Committee would be large, it would not be unwieldy.

Ms. J. Collins asked whether the AMS President could be included as a member of the Presidential Search Committee, in addition to the three undergraduate students stipulated in the document. Vice-President Pavlich replied that the proposed number of students followed precedents set by the previous two Presidential Search Committees, and that the student body could choose the AMS president as one of the three undergraduate student representatives from UBC Vancouver.

In response to a question from Dr. Yaworsky, Vice-President Pavlich indicated that the Committee would be constituted by June 1.

The motion was put and carried.

Curriculum Committee

Dr. Marshall presented the reports, as Chair of the Committee.

FACULTY CURRICULUM PROPOSALS

See also 'Appendix B: Curriculum Summary.'

Applied Science

Dr. Marshall
Dean Isaacson
} *That the curriculum proposals from the Faculty of Applied Science be approved.*

Carried.

Arts

Dr. Marshall
Dean Gallini
} *That the curriculum proposals from the Faculty of Arts be approved.*

Carried.

Commerce & Business Administration

Dr. Marshall
Dean Muzyka
} *That the curriculum proposals from the Faculty of Commerce & Business Administration be approved.*

Carried.

Forestry

Dr. Marshall
Dean Muzyka
} *That the curriculum proposals from the Faculty of Forestry be approved.*

Carried.

Land & Food Systems

Dr. Marshall
Dean Quayle
} *That the curriculum proposals from the Faculty of Land & Food Systems be approved.*

Carried.

Graduate Studies

Dr. Marshall
Dr. Windsor-Liscombe
} *That the curriculum proposals from the Faculty of Graduate Studies be approved.*

Carried.

Science

Dr. Marshall reported that the Bachelor of Science in Computer Science and Business had been withdrawn, pending approval of the admissions statement by the Admissions Committee.

Dr. Marshall
Dean Hepburn
} *That the curriculum proposals from the Faculty of Science be approved.*

Carried.

CURRICULUM APPROVAL PROCESS STREAMLINE REPORT

Note: The full text of this report is not included in the Minutes. Copies are available from the Assistant Registrar, Senate & Curriculum Services, or at http://www.students.ubc.ca/sites/ProcessStreamline_draft3.pdf.

Dr. Marshall noted that Faculties and the Curriculum Committee undertook a detailed review of new curriculum before presenting it to Senate for approval, and stated that many people found the approval process to be onerous and time consuming. The Curriculum Committee and Enrolment Services had been in discussion for several years about ways to facilitate and expedite the process. The Process Streamline Report was the most recent result of those discussions. The following text is taken from the Curriculum Committee's covering memorandum:

> As UBC grows, each year the Curriculum Committee sees a corresponding increase in the volume and complexity of curriculum proposals submitted for review by the Committee and ultimate approval by Senate. The outstanding efforts of many individuals working to process curriculum proposals notwithstanding, the process itself is viewed by many process participants as cumbersome, lacking in transparency, and unnecessarily lengthy.
>
> The Process Streamline Report advocates a new approach to approving and implementing new curriculum that will expedite the approval process while still ensuring that appropriate consultation and review for quality take place.
>
> The Curriculum Committee has endorsed the report and is pleased to recommend it for endorsement by the Senate. The report has also been reviewed by the Vice-President, Academic & Provost; the Associate Vice-President, Academic Programs; the Vice-President, Students, the Associate Vice President, Enrolment Services, the Committee of Deans; and the ad-hoc Committee to Review the Senate, and was met with enthusiasm and support. The Committee notes that there are two main components to the Process Streamline Report:
>
> a. the proposed changes to the curriculum approval process undertaken by Faculties, the Curriculum Committee, and the Senate; and
> b. the development and implementation of the necessarily technological supports.
>
> Although the Committee views the technological component as integral to the success of this new approach, it is the changes to the curriculum approval process

that fall within the purview of Senate and thus are recommended for Senate endorsement.

Dr. Marshall
Dr. Windsor-Liscombe } *That Senate endorse the changes to the curriculum approval process, as set out in "Meeting the Innovation Challenge: Curriculum Approval and Implementation Process Streamline Report."*

In response to Dr. Marshall's request, the Chair recognized Dr. William McKee, Graduate Curriculum & New Programs Committee Chair and Process Streamline Team member to present the report.

Dr. McKee gave an overview of the principles for process redesign, including the following:

1. Academic governance, vested in Senate, determines areas for study and ensures programs and courses of the highest quality;
2. Approval processes should be transparent, efficient, and fast, to allow students timely access to knowledge and expertise of faculty;
3. Faculty members, departments, schools, and Faculties are expert in their respective subject areas;
4. Faculty should be entrusted to initiate and deliver high quality courses and programs, subject to appropriate review and approval;
5. Course and program information should be comprehensive, accurate, and accessible; and
6. Periodic review of the University curriculum, both new and existing should be comprehensive and holistic.

Dr. McKee outlined the redesigned processes for new course approval, minor program changes, major program changes, and new programs. He also indicated that an integrated view of curriculum information across all systems, with easy to use interfaces was necessary to support the redesigned processes.

Discussion

In response to a question from Ms. Friesen, Dr. McKee stated that library consultation on new courses would be part of the course development process and would have to occur prior to the first offering of a course.

There was discussion about the term "endorse," as used in the motion, and whether endorsement was different from approval. Ms. L. Collins indicated that the intent was to have the principles within the report endorsed, which constituted a form of approval by Senate.

In response to a question from Dr. Fielding about what would happen to a student's record if a pilot course presented for approval were to be rejected, Dr. McKee confirmed that the student would still receive credit for the course, with no special transcript notation.

In response to a question from Dr. Fielding about the customary UBC practice for conducting Faculty reviews, Dr. McKee stated that Faculties and departments were usually reviewed at the time of their respective selection of a new dean or director.

Dr. Carolan, while supportive of the idea of piloting a new course, expressed concern about "minor" curriculum changes bypassing the full approval process. He noted that changes that seem minor to one department might be major to another. He also asked whether there would be enough people available to conduct the proposed five-year curriculum reviews. Dr. McKee responded that accepting the redesigned processes did not mean abandoning approval or consultative processes within Faculties or Schools that have proven valuable. The redesigned processes would need to be considered by each Faculty Council to determine the exact process to be adopted.

Dr. P. G. Harrison expressed support for improvements to the flow of information through approval processes. He was concerned about ensuring appropriate consultation for program changes, particularly those affecting other Faculties. Dr. Harrison also asked who would be responsible for securing the necessary resources to implement the technology boost. Dr. Marshall responded that it was uncertain as to how long it would take to develop and implement the necessary technology. Dr. McKee stated that there was a role for consultation in each of the redesigned processes.

Dr. Haffey was concerned about Senate delegating its authority with respect to curriculum approval by endorsing the report. He stated the opinion that Senate did not yet have sufficient information to fully endorse the report. Mr. Silzer responded that Senate was being asked to approve a concept and a direction, such that implementation efforts could get underway with the support of the academic community. Mr. Silzer added that he had been unpleasantly surprised by the complexity of UBC's curriculum approval processes when he arrived as Associate Vice-President & Registrar in 2002.

In amendment

Dr. Marshall
Dr. Windsor-Liscombe

That Senate endorse changes to the curriculum approval process in the direction of "Meeting the Innovation Challenge: Curriculum Approval and Implementation Process Streamline Report."

Dr. Steyn expressed general support for the redesigned processes, but also expressed some reservation about any reduction of consultation between departments. He stated that consultation forced departments to look outward and fostered interdisciplinarity.

Dean Gallini spoke in support of the report, noting that three Curriculum Committee Chairs in her Faculty had resigned their positions as chair because of the current curricu-

lum approval processes. Dean Gallini agreed that it would be important to ensure appropriate consultation, and expressed the opinion that the redesigned processes addressed this issue.

The amended motion was put and carried.

Report from the Vice-President, Academic & Provost

UNIVERSITY KILLAM PROFESSORS

Vice-President Whitehead was pleased to report for information that:

- At the Board of Governors meeting on January 28, 2005 the Board had approved conferring the designation University Killam Professor on Professor Robert G. Evans, Professor of Economics and Director, Population Health, Centre for Health Services and Policy Research; and
- At the Board of Governors meeting on March 24, 2005, the Board had approved conferring the designation University Killam Professor on Professor David R. Jones, Professor of Zoology.

Members of Senate applauded.

Adjournment

There being no further business, the meeting was adjourned. The next regular meeting was scheduled to be held on Tuesday, May 17, 2005 at 7:00 p.m.

Appendix A: Presidential Search

Note: Two editorial changes to "Search Committee Composition" made from the floor of Senate are reflected in this version using tracked changes.

PRESIDENTIAL SEARCH 2005/06

Principles of Presidential Search Committee

For the appointment of the President of the University, a Search Committee for the identification of presidential candidates and a recommendation for appointment shall be established in accordance with the following principles:

MRCC TERMS OF REFERENCE

The University of British Columbia's Board of Governors under the *University Act*, has the power to appoint the President. The Board has empowered the Management Resources Compensation Committee (MRCC) with the responsibility to recommend criteria to be used in its search, recommend Terms of Reference and an organizational structure for the Presidential Search Committee, and to oversee the processes of the Search Committee.

SEARCH COMMITTEE COMPOSITION

Noting that the average size of a Search Committee is from 10 -20 members (Winnipeg recently had 18; Alberta 16; Toronto 15; McGill 13; and Queen's 20,) it is recommended the Search Committee will be 21 including the Chair). For all purposes except in making a recommendation for the appointment of a President, twelve members shall constitute a quorum at any meeting of the committee.

The Committee shall be composed of a Chair, appointed by the Board of Governors plus:

a. 3 externally appointed members of the Board of Governors (including at least one member of the MRCC)*;
b. ~~3~~**2** members elected by the Senate, ~~including~~ **and** one member representing UBCO as recommended by the UBCO Interim Academic Governing Body established by the Senate;
c. ~~3~~**2** members elected by the Joint Faculties, ~~including~~ **and** one member representing UBCO as recommended by the UBCO Interim Academic Governing Body established by the Senate;

d. 2 Deans chosen by the Committee of Deans of UBC V and one Dean chosen by the Deans of UBC O;
e. 3 students, one undergraduate chosen by the Alma Mater Society Student Council of UBC V, 1 graduate chosen by the Graduate Student Society of UBCV, and 1 undergraduate chosen by the Students' Council of UBC O;
f. 2 members appointed by the UBCV Alumni Board of Management;
g. 2 members elected by and from the non-academic staff (1 M&P and 1 union) at UBC V, and 1 member elected by and from the non-academic staff at UBC O.

*If a member of the Search Committee ceases to be a member of the estate from which he or she was appointed, the MRCC shall determine whether he or she should continue on the Committee. If there is a vacancy on the Search Committee, it shall be filled by the MRCC from the estate from which the vacancy arises.

TIME LINE

Most Canadian university presidential searches take from six to nine months to complete (from the commencement of the search to the announcement of the new President).

ORIENTATION

MRCC recommends a thorough orientation session for all members of Search Committee to establish expectations and responsibilities of the individuals on the Committee and of the Committee as a whole.

THE SEARCH

The Search Committee will have overall responsibility for the recruitment and evaluation of candidates. The MRCC concluded that the Search Committee would benefit from the assistance of an executive search consultant, the approach now used at virtually all universities. The MRCC will retain such a consultant to assist the committee.

THE CRITERIA

The Search Committee shall review the criteria to be used in evaluating candidates and shall present its Candidate Profile for the consideration and approval of the Board.

Procedures

The Search Committee should develop its own procedures on the understanding that all proceedings and transactions shall be conducted in strict confidence. It will be important for the Board to be regularly informed on the progress that the Search Committee is mak-

ing. The Chair of the Committee should, therefore, make a report to the Board at each Board meeting on the understanding that such reports will be made in general terms only, given the sensitivity and confidentiality of the Committee's work.

The Search Committee may establish sub-committees for any purposes it thinks appropriate except that only a quorum of the full committee may decide upon a recommendation to the Board of Governors for the appointment of a President. For the purpose of making a recommendation to the Board of Governors for the appointment of the President, a quorum of 18 members will be required.

RECOMMENDATION

The Search Committee shall identify, after its deliberations, a candidate whom it recommends to the Board of Governors for appointment as President of the University. Only if the Board does not approve the Committee's recommendation, shall the Committee recommend a second or further candidate as may be necessary.

TERMS

In consultation with Search Consultant, the MRCC will establish contract parameters and compensation for potential candidates. The Search Committee shall not have the responsibility of discussing contract provisions with candidates. The Chair of the Search Committee shall review these parameters with all individuals on the short list prior to interviews. The final negotiations for a contract would be the responsibility of the MRCC reporting fully to the Board.

CONFIDENTIALITY OF PROCEEDINGS

It is a condition of membership of the Committee that its deliberations and all matters pertaining to its proceedings will be treated as being confidential. Acceptance of memberships constitutes an undertaking to adhere strictly to this condition.

Terms of Reference

The following will be the terms of reference of the 21-member Search Committee for the identification of presidential candidates.

a. The Secretary to the Board of Governors shall be the Secretary of the Search Committee;
b. To adopt, following consultation with the University community, the criteria to be used by the Committee to evaluate candidates, and to report the Candidate Profile to the Board for approval;

c. To set up its own procedures on the understanding that the search and the Committee's deliberations will be strictly confidential;
d. To co-ordinate the recruitment and evaluation of candidates, to receive nominations, to analyse the suitability of candidates, and to interview candidates. The search consultant selected by the MRCC, will assist the Committee with the above;
e. To report, in general terms, to each Board Meeting (during the search process) on the progress of the Committee's work.
f. To develop a recommendation to the Board of Governors for the appointment of a new President of the University. Only if the Board does not accept such recommendation shall the Committee submit a second or further recommendation as may be required.
g. To submit its recommendation to the Board no later than April 1, 2006.

Appendix B: Curriculum Summary

APPLIED SCIENCE

MTRL 329

ARTS

Honours Program in Asian Studies

Minor Program in Italian

Major Program in History and Philosophy of Science

Bachelor of Arts in Film Production becomes Bachelor of Fine Arts in Film Production

New Courses	ANTH 471, VISA 110, ARTH 325, CHIN 340, 341, 400, 401, CENS 404, ITAL 403, 430, ITST 414, 418, 419, RMST 220, GEOG 250, 497, POLI 335, 352, 374, 375, FILM 339, THTR 425, 445, 323
Course Changes	ARTH 358, 359, 360, 361, CHIN 220, 221, THTR 205

COMMERCE & BUSINESS ADMINISTRATION

Bachelor of Commerce degree requirements

COMM 184

FORESTRY

Bachelor of Science in Forestry Forest Operations Major: changes in requirements

FRST 303, 304

LAND & FOOD SYSTEMS

FNH 381

GRADUATE STUDIES

Arts Graduate Studies

VISA 590, NEST 500, 501, 502, 503, GEOG 514, PSYC 570, 571, SOCI 511

Commerce & Business Administration Graduate Studies

COMM 621

Education Graduate Studies

ETEC 565, 580, 590

Forestry Graduate Studies

CONS 502, FRST 518, 523, 524, 525, 546, 553, 556, 598

Institute of Asian Research

IAR 511

Graduate Studies

Minimum course requirements for graduate programs

Land & Food Systems Graduate Studies

M.Sc. and Ph.D. in Integrated Studies in Land & Food Systems

LFS 500, 501, 502, 549, 649, LARC 549

LARC 501 (course change)

Medicine: School of Audiology & Speech Sciences Graduate Studies

AUDI 527, 529, 557, 563, 569, 576, 577

Science Graduate Studies

CPSC 564, EOSC 583, STAT 527

SCIENCE

Bachelor of Computer Science in Computer Science and Business (WITHDRAWN)

BIOL 360, 361, 362, 363, 364, CPSC 260, 344, ISCI 330, 451, 490, MATH 445, STAT 406