Vancouver Senate Secretariat
Senate and Curriculum Services
Enrolment Services
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VANCOUVER SENATE

MINUTES OF MAY 19, 2004

Attendance

Present: Dr. H. J. Rosengarten (Vice Chair), Vice President B. C. McBride, Dr. P. Adebar, Mr. R. Affleck, Dr. B. Bemmels, Mr. P. T. Brady, Dr. J. Brander, Dr. L. Brinton, Dr. J. F. Carolan, Dr. B. Crawford, Dr. E. Dean, Dr. J. Dennison, Ms. G. Eom, Dr. D. Fielding, Ms. M. Friesen, Dean N. Gallini, Principal J. H. V. Gilbert, Ms. T. Gillespie, Dr. D. Granot, Dean F. Granot, Dr. L. Gunderson, Dr. P. G. Harrison, Associate Vice President J. Hutton, Dr. R. Irwin, Dean M. Isaacson, Dr. R. Kerekes, Dr. S. B. Knight, Dr. B. S. Lalli, Dr. V. LeMay, Mr. J. Liu, Mr. R. Lowe, Dr. P. L. Marshall, Ms. S. Martz, Mr. W. B. McNulty, Mr. J. Mistry, Dean D. Muzyka, Dr. D. Paterson, Mr. G. Paton, Dean M. Quayle, Ms. C. Quinlan, Mr. D. Riendl, Dr. J. Sarra, Dr. C. Shields, Associate Vice President and Registrar B. J. Silzer, Dean R. Sindelar, Dr. B. Stelck, Dr. D. Steyn, Mr. N. Taylor, Dr. R. C. Tees, Dr. J. Thompson, Dr. S. Thorne, Dean R. Tierney, Ms. M. Tull, Mr. D. Verma, Dr. R. Windsor-Liscombe, Dr. R. Yaworsky, Dean E. H. K. Yen, Mr. D. Yokom

By Invitation: Dr. G. Poole (Director, Centre for Teaching and Academic Growth), Mr. E. Smith (Elections Officer, Enrolment Services)

Regrets: President M. C. Piper, Chancellor A. McEachern, Dr. J. D. Berger, Dean M. A. Bobinski, Prof. C. Boyle, Mr. N. Broekhuizen, Dr. M. Cameron, Mr. M. Edgar, Mr. E. Greathed, Dr. R. Harrison, Dean J. Hepburn, Dr. J. Johnson, Mr. T. P. T. Lo, Ms. J. Lo Ah Kee, Dr. M. MacEntee, Dr. K. MacQueen, Mr. G. Martin, Dr. P. G. Mosca, Dr. B. Rodrigues, Mr. J. Rogers, Dr. A. Rose, Dean J. Saddler, Mr. C. Ste-Croix, Dean G. Stuart, Dr. H. van Vuuren, Dr. R. Wilson, Mr. D. Younan, Mr. M. Yung

The Vice Chair called the meeting to order.

Minutes of the Previous Meeting

Dr. Tees
Principal Gilbert } *That the minutes of the meeting of April 21, 2004 be approved as circulated.*

Carried.

Nominating Committee Membership

The Registrar had declared two vacancies for student representatives to serve on the Nominating Committee for the term from May 19, 2004 until March 31, 2005. A nomination had been received for Mr. Michael Yung.

Principal Gilbert
Dr. Crawford } *That nominations close.*

Carried.

Dr. Rosengarten declared Mr. Yung acclaimed, noting that one vacancy remained.

Remarks from the Chair and Related Questions

VICE PRESIDENT BARRY C. MCBRIDE

Dr. Rosengarten remarked that the meeting marked Dr. McBride's last Senate meeting as the Vice President, Academic & Provost. Dr. McBride had served almost continuously on Senate since 1984 in both elected and ex-officio capacities. Following the completion of his term as Associate Vice President, Academic & Provost on June 30, he was to begin a new appointment as Deputy Vice Chancellor of UBC Okanagan. On behalf of Senate, Dr. Rosengarten thanked Dr. McBride for his leadership and service, and wished him well in his new position. Members of Senate gave Dr. McBride a round of applause.

Candidates for Degrees

Dr. P. G. Harrison
Mr. Taylor

That the candidates for degrees and diplomas, as approved by the Faculties and Schools, be granted the degree or diploma for which they were recommended, effective May 2004, and that the Registrar, in consultation with the Deans and the Chair of Senate, be empowered to make any necessary adjustments.

Carried.

Trek 2010 Update

Dr. Rosengarten reminded members of Senate that the deadline for responses to *Trek 2010: Green Paper* had been extended to May 7th to allow time for UBC Okanagan constituents to provide their comments. Because comments continued to arrive, the May 7th deadline had been extended once more. Dr. Rosengarten stated that the Green Paper would likely go to the Board of Governors in July and return to Senate for further discussion in September.

Academic Policy Committee

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

EXAMINATION SCHEDULING ISSUES

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 report outlining its recent review of UBC examination scheduling practices. The report contained the following recommendations:

1. That Senate reaffirm the following minimum provisions for each of Winter Session Terms 1 and 2 in any given academic year:
    a. 60 teaching days;
    b. 11 teaching weeks;

c. 3 days between the last day of classes and the first day of examinations.

2. That Enrolment Services be directed to adjust each academic year to provide more than the minimum three days, i.e., either four or five days, between the last day of classes and the first day of examinations in each of Winter Session Terms 1 and 2, where possible.
3. That each academic year be scheduled such that the last day of examinations in Winter Session Term 1 be no later than December 22nd; and that the last day of examinations in Winter Session Term 2 be not later than April 30.

Implications

1. The examination schedule may span up to 14 days in some calendar years, an increase of three days over the current schedule. This longer examination period will reduce the incidence of conflicts hardships, and clustering.
2. Students would benefit from more than three days between the end of classes and the beginning of examinations in most Winter Session terms. This additional preparation time will mitigate the impact of any potential clusters in an individual student's examination schedule. Setting an end date for each examination period also ensures a sufficient period of time for marking and other term-end assessment activities by instructors.
3. Extending the examination schedule requires flexibility with respect to term start dates. In some calendar years, Term 1 may start prior to Labour Day, but not before September 1. Term 2 may begin with a partial week immediately following the New Year's Day statutory holiday.
4. It is important to have both students and instructors involved in the examination scheduling participate in surveys on their assessment of the cost-benefit analysis of extending examination periods to reduce such conflicts. Importantly, in the next few examination periods Enrolment Services will de-emphasize the front loading of the examination for selected cohorts of students in 2nd and 3rd year to see what (if any) positive impact on clustering emerges.

Dr. Tees
Dr. P. G. Harrison } *That the report be received.*

Mr. Brady asked why the number of seats for each daytime and evening block had been set at 3400 and 850 respectively: why not 4000 or 5000 seats? Mr. Silzer replied that the

number of seats used was related to the size of the available venues and arrangement of students within those venues such that students are not seated too closely together.

The motion to receive the report was put and carried

Dr. Tees
Dr. P. G. Harrison } *That Senate accept recommendations #1, #2, and #3.*

In response to a question from Mr. Brady about why, under Recommendation #1, the Committee felt it was necessary to reaffirm minimal provisions, Dr. Tees stated that the Committee wished to identify that it had reviewed the current practice and recommended no change.

In response to a question from Dr. Carolan about the minimum number of teaching weeks, Dr. Tees clarified that the minimum provision was for 11 full teaching weeks, with partial weeks on each end of the term. Dr. Tees added that he was aware that the Faculty of Science would prefer 12 full teaching weeks, rather than 11 full and 2 partial weeks totalling to the same number of teaching days.

In response to a question from Dr. Gunderson about why the maximum evening capacity had been set at 850 seats, Mr. Silzer stated that Enrolment Services attempted to schedule most examinations in proximity to standard class meeting times. A suggestion from Enrolment Services several years earlier that more examinations be scheduled in the evening had been met with some resistance by faculty. Ms. Eom stated that students would be in favour of increasing evening seat capacity if that meant more flexibility in the schedule. Mr. Silzer agreed that it might be beneficial to increase evening capacity.

Dr. Knight asked whether the Committee had discussed assessment, including examinations, for distance education courses, and whether there was any concern about the increased use of online examinations. Dr. Tees responded that he was aware that there was an increasing trend toward the use of online examinations. Dr. Tees stated that most distance education examinations were scheduled in the evening or on Saturdays for the convenience of students. In response to a further query from Dr. Knight, Mr. Silzer stated that the University did make use of international venues to administer examinations for distance education students.

Vice President McBride suggested that the document should reflect that the 3400 daytime and 850 evening numbers did not reflect true capacity, but rather the number of seats that Enrolment Services had chosen to release for scheduling.

The motion to accept recommendations #1, #2, and #3 was put and carried

COOPERATIVE EDUCATION PROGRAM DEFINITION AND APPROVAL CRITERIA
See also 'Appendix A: Cooperative Education Programs'.

Dr. Tees
Dean Quayle } *That Senate approve the definition and approval criteria for cooperative education programs, as recommended by the Academic Policy Committee.*

Referring to Criterion 9(c), Dr. LeMay stated that it would be difficult and expensive to arrange a site visit during every term, given that students were often dispersed throughout the province. There was general agreement that the last sentence under Criterion 9 should be changed from "Specifically, formal feedback mechanisms **must include:**" to "Specifi-

cally, formal feedback mechanisms **should normally include:**" Senators made several other editorial changes to the report, which are reflected in Appendix A.

The motion was put and carried

Admissions Committee

Dr. Paul G. Harrison presented the reports, on behalf of the Committee.

NEW EXCHANGE PARTNERSHIP WITH GEORGE WASHINGTON UNIVERSITY (ELLIOT SCHOOL OF INTERNATIONAL AFFAIRS)

Dr. Harrison presented the proposed new exchange partnership, noting that it would be exciting for graduate students in political science and international relations to have the opportunity to study in Washington, DC.

Dr. P. G. Harrison
Dean Granot
} *That Senate approve the exchange partnership with George Washington University, as recommended by the Admissions Committee.*

Carried.

ENROLMENT TARGETS 2004/2005

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

Dr. P. G. Harrison
Dean Muzyka
} *That Senate approve the total enrolment targets for the 2004/2005 academic year, as recommended by the Admissions Committee.*

Mr. Brady noted that the target total full time equivalent (FTE) undergraduate enrolment was 28 420, whereas the number of FTE students funded by the provincial government was 28 076, and asked how the extra students would be funded. Dr. Harrison replied that the total FTE undergraduate target had recently been adjusted upward to 28 448, which

was the same number as for 2003/2004. 2004/2005 was to be the second year in a three-year plan to bring enrolment down to provincially funded levels. Due to a concern about access to postsecondary education in the province, the University had chosen not to immediately correct an overenrolment from three years earlier, but instead to reduce the numbers over the subsequent three years while provincially-funded numbers rose at the same time. Reducing the overenrolment to funded targets in a single year would have meant unacceptably high grade point average (GPA) cutoffs for students. For the Faculty of Science, for example, matching targets to funded numbers for 2004/2005 would have resulted in a 91 or 92 percent GPA cutoff. Allowing a small overenrolment had resulted instead in a cutoff of approximately 87 percent. Vice President McBride added that it is difficult to predict how many students would take up UBC offers of admission, register, and ultimately remain registered when 2004/2005 enrolment statistics were to be collected in November 2004. Higher than expected numbers of returning students had been partially responsible for the overenrolment. The Vice President described recent predictions about the number of students coming to UBC from high schools as much better than in previous years, and expressed the hope that the University would continue to refine such predictions. The Vice President was optimistic that the addition of new seats at UBC Okanagan in 2005/2006 would result in a reduction in application pressure on the UBC Vancouver campus.

Dean Tierney spoke in support of the Committee's recommendations, and commended the Enrolment Management Committee for having been attuned to the need to provide access for students. He added that a small overenrolment was definitely preferable than an underenrolment.

Dr. Dennison drew attention to the fact that many high school students enter the BC college system with the hope of being accepted to university after their second year of study.

The report showed that the total headcount intake of students from colleges was decreasing, and Dr. Dennison expressed concern that this reduction might cause anxiety among prospective college transfer students. Dr. Harrison responded that the largest reduction was in the first year intake, but that the intake in subsequent years did fluctuate somewhat. He stated that it had been difficult for Science to fill its existing third year college transfer seats in recent years, even by lowering the GPA to the University minimum.

There was a brief discussion about broader based admission (BBA). Dr. Paul Harrison stated that the Faculty of Science had adopted, on a pilot basis, BBA criteria for evaluating a small portion of the first year class. The Faculty was in the process of evaluating whether students with a broader range of GPAs might succeed in the Bachelor of Science program, and the initial data was promising. Dean Muzyka stated that BBA criteria were used in evaluating all applicants to the Bachelor of Commerce. Factors include the ability to take initiative and exercise leadership, as well as general preparation for an undergraduate business education. The use of a BBA system meant that some students with very high averages were not admissible, while some good candidates with lower averages were offered admission. The Faculty of Commerce and Business Administration considered BBA very successful.

The motion was put and carried

Appeals on Academic Standing Committee

See also Appendix B: Report of the Senate Committee on Appeals on Academic Standing.

As Chair of the Committee, Dr. Rosengarten circulated a report on Committee activities for information. He drew attention to the "general observations" section of the report, which stated that the Committee was likely to allow a student appeal where there was evi-

dence that the Faculty or Department had been "lax or inconsistent" in applying academic regulations.

Budget Committee

See also 'Appendix C: 2003/2004 Budget Committee Report.'

As Chair of the Committee, Dr. Adebar circulated a report on Committee activities for information. He gave an overview of some of the highlights, including:

- Approved tuition increases for 2004/2005 were expected to generate an additional $23.7 million in revenue for the University; much of this revenue was targeted for specific uses, including student financial assistance.
- The University was to balance its budget for 2004/2005, although funding for any new initiatives would need to be derived from reallocation within Vice Presidential porfolios.
- The Committee had provided input to the budget planning process, and was in general support of the 2004/2005 University budget.

Mr. Affleck drew attention to the "Tuition Consultation" section of the report, noting that 25 to 30% of the costs of a UBC education were drawn from student tuition funds, compared to an average of 33% among the G10 (ten large research intensive Canadian universities).

Continuing Studies Committee

NEW CERTIFICATE PROGRAMS

As Chair of the Committee, Ms. Friesen circulated information about three new certificate programs (more information available at the following URLs):

1. **Certificate in Advanced English Language Teaching**
   http://www.eli.ubc.ca/programs.htm#teach
2. **Certificate in Aboriginal Health Care Administration**
   http://www.cstudies.ubc.ca/ahcap/
3. **Certificate in International Development**
   http://cic.cstudies.ubc.ca/CID/

Curriculum Committee

See also 'Appendix D: Curriculum Proposals.'

Dr. Marshall presented the curriculum proposals for approval, as Chair of the Committee.

FACULTY OF ARTS

Dr. Marshall
Dr. Tees
} *That Senate approve the curriculum proposals from the Faculty of Arts.*

Mr. Brady pointed out that the rationale for several new courses was to reflect the research interests of newly hired faculty members. He asked how these new courses would be of benefit to students. Dr. Marshall responded that Faculties took economic factors into consideration before offering new courses, and that students are often excited to work with a faculty member in the faculty member's area of interest. Dean Gallini added that most faculty were recruited to teach in a specific area, and that the development of the new courses was part of that overall recruitment plan. Furthermore, the Faculty of Arts had recently deleted a significant number of old courses as part of an overall curriculum review.

The motion was put and carried

FACULTY OF PHARMACEUTICAL SCIENCES

Dr. Marshall recalled that Senate had approved a major program change for the B.Sc. (Pharm.) two years earlier. The most recent set of changes represented the third year of the revised program, and included 13 new courses. As the previous courses were to be deleted, there would be no net increase in the number of courses offered by the Faculty.

Dr. Marshall
Dean Sindelar
} *That Senate approve the proposed curriculum changes from the Faculty of Pharmaceutical Sciences.*

Carried.

FACULTY OF GRADUATE STUDIES

Dr. Marshall announced that, at the request of the Faculty, the proposal for the new course SWFS 624: Program Evaluation in Family Studies and Social Work had been withdrawn.

Dr. Marshall
Dean Granot
} *That Senate approve the curriculum proposals from the Faculty of Graduate Studies.*

In response to a question from Dr. Dennison, Dean Granot stated that many, but not all, graduate programs required a course in statistics. Dr. Dennison commented that it seemed unnecessary for so many programs to offer their own statistics courses.

The motion was put and carried

FACULTY OF SCIENCE

Dr. Marshall
Dr. P. G. Harrison
} *That Senate approve the curriculum proposals from the Faculty of Science.*

Carried.

Elections Committee

Dr. Yaworsky presented the reports, on behalf of the Committee.

RESULTS OF ELECTION OF ONE STUDENT TO THE BOARD OF GOVERNORS

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 circulated for information a report on a recent dispute arising from the election of a student representative to the Board of Governors in January 2004. The AMS Elections Administrator had expressed concern about the validity of the election because of alleged breaches of confidentiality with respect to voting tallies during the election.

After hearing submissions from multiple parties, the Committee had determined that the election had been conducted in good faith and that the alleged irregularity -- the disclosure of interim voting tallies to some individuals -- had not materially affected the result.

The Committee suggested that Senate might wish to review the clarity of the procedures governing the election of students to the Board of Governors and the interaction between the Senate rules and the AMS Code of Procedures.

In response to a question from Mr. Brady, Dr. Yaworsky confirmed that, while AMS policies applied to AMS elections, Senate regulations applied to the Senate and Board of Governors elections.

STUDENT ELECTIONS TO GOVERNING BODIES: ADJUSTMENTS TO REGULATIONS

The Committee had circulated a proposal to amend the *Senate Rules for Student Elections to Governing Bodies*. The full text of the document is available at **http://students.ubc.ca/senate/pub/minute98-99/0499/049910.htm#1025745**. The proposed change was as follows:

> That Rule 6(d) of the *Senate Rules for Student Elections to Governing Bodies* be amended to add the text in **bold face** below.
>
> > 6 (d) Those elected to Senate take office at the first meeting of the Senate on or after April 1, **except for the student representative from the Faculty of Education, who will take office at the first meeting of Senate on or after September 30.**
>
> **Rationale**
>
> The current term of office for all student senators is from April 1 to March 31 of the following year. The Education Students Association has indicated that September would be a much more reasonable time to elect Education student representatives. Education students in the Secondary stream are in the middle of their practica in March. Education students in the Elementary stream begin their practica in mid-March. The spring is not a convenient time for these students to participate in elections.

Dr. Yaworsky indicated that the Committee had consulted with the Senate Student Caucus before making the recommendation to approve the change. The Senate Student Caucus had agreed to work with the Nominating Committee to maintain the year-round appointment of student representatives to the Committees of Senate.

Dr. Yaworsky
Dean Granot
} *That Senate accept the recommendation of the Elections Committee with respect to the Senate Rules for Student Elections to Governing Bodies.*

Carried.

Library Committee

Dean Isaacson assumed the Chair so that Dr. Rosengarten could present the report on behalf of the Library Committee.

LIBRARY COMMITTEE ACTIVITIES 2003/2004

See also 'Appendix E: Library Committee Activities 2003/2004'.

Dr. Rosengarten presented the report, with particular emphasis on the motion contained therein. The motion had been drafted in response to concerns that, as the University allocated more resources to research activity, there was a proportional increase in demands on the Library. The Library was unable to meet the increased demand due to lack of funding. The Committee recognized that federal funding of the Indirect Costs of Research was critical if UBC was to remain competitive. The share of this Indirect Costs of Research funding allocated to the Library, however, had decreased from 5.2% in 2002/2003 to 3.8% in 2003/2004. In contrast, libraries at other universities had seen an increase in their respect-

tive percentage allocations in 2003/2004. The Library Committee was anxious to ensure that the University administration demonstrate a commitment to maintaining the Library.

Dr. Rosengarten
Mr. Brady

} *That the Senate Budget Committee be asked to meet with the University Administration to discuss increases in the allocation of Indirect Costs of Research funding to the University Library, to enable the Library to meet the increased demands upon its collections and services; and that the Committee inform Senate of the outcome of these discussions.*

Discussion

Dean Granot stated that, although she agreed with the Committee with respect to the importance of the Library, she did not support the separation of the issue of funding for the Library from all other budgetary priorities. Dean Granot cited support for post-doctoral fellows as another area where UBC had fallen behind other universities, and remarked that the Budget Committee and University Administration should consider all priorities together, rather than one at a time. Dean Muzyka agreed, stating that considering one element of funding at a time would constitute a "slippery slope." In response, Dr. Rosengarten emphasized the centrality of the Library as a University priority.

Dr. Tees noted that the motion directed the Budget Committee to meet with members of the University Administration, and pointed out that several senior administrators were already members of the Budget Committee. He suggested that the phrase "to meet with the University Administration" be deleted from the motion. Dr. Brander stated that it would also be necessary to communicate with administrators not appointed to the Budget Committee.

In response to a query from Mr. Affleck, Vice President McBride stated that the decision to allocate Indirect Costs of Research funding was made by the Board of Governors, upon recommendation from the President, and following consultation with the Vice Presidents, the Committee of Deans, and members of the executive. Allocation priorities for 2003/2004 had been thoroughly debated and the Board had been faced with a large number of difficult decisions. Vice President McBride added that he was dubious about the percentage allocations cited in the Library Committee's report; a more complete picture would include a correlation to adjustments made to General Purpose Operating (GPO) funding. Dean Granot agreed, stating that an allocation of Indirect Costs funding might be offset by a simultaneous decrease in other funding sources, including GPO funding.

Dr. Knight expressed the opinion that this was an appropriate issue for the Senate, and expressed his support for referring the matter to the Budget Committee for further action. Dr. Windsor-Liscombe suggested that the University should make a formal statement about the importance of the Library in making Indirect Costs allocation decisions.

Vice President McBride disagreed with the idea that support for the Library had declined in recent years, pointing out the ongoing construction of the Irving K. Barber Learning Centre as one example of a strong commitment to build and maintain the Library. Ms. Quinlan emphasized that the Library appreciated current levels of support, but encouraged Senate to refer the matter to the Budget Committee for further exploration. Ms. Quinlan remarked that, as research activity increased, there was an expectation that the Library's collection would grow at a corresponding rate. The collection, however, had not grown in proportion to recent increases in depth and breadth of research activity. Dr. Windsor-Liscombe stated that it was important to consider the need for additional professional librarians, as well as facilities to house the collection.

In response to a suggestion from Mr. Taylor that the motion be amended to delete specific reference to Indirect Costs of Research funding, Dr. Rosengarten expressed a preference for leaving the motion as it stood, because considering the allocation of one specific funding source allowed comparisons between Canadian universities.

In amendment,

Mr. Taylor
Dean Muzyka } *That the motion be amended to delete the phrase "the allocation of Indirect Costs of Research".*

Several members of Senate spoke in support of the amendment, stating that the amended motion would allow the Budget Committee to sponsor a broad discussion about funding for the Library, without restricting the focus to any one funding source.

The motion to amend was put and carried.

The amended motion was put and carried.

Nominating Committee

ADJUSTMENTS TO SENATE COMMITTEE MEMBERSHIP

Principal Gilbert had circulated the following recommendations, as Chair of the Committee.

1. The Nominating Committee recommends that Senate approve the following revision to the membership of the Admissions Committee:
   Add Dr. Paul Mosca to fill a vacancy created when the Lieutenant Governor in Council appointments were discontinued.

2. The Nominating Committee recommends that Senate approve the nominations of student senators to the following Committees of Senate:

   a) Academic Building Needs:
   Matthew Edgar and Jitesh Mistry

   b) Academic Policy:
   Gina Eom and Sarah Martz

   c) Admissions:
   Greg Paton and Marnee Tull

   d) Agenda:
   Nathan Taylor and Mike Yung

   e) Appeals on Academic Standing:
   Jack Liu, Jitesh Mistry and Nathan Taylor

   f) Budget:
   Matthew Edgar and Greg Paton

   g) Continuing Studies:
   Gary Martin (and vacancy)

   h) Curriculum:
   Matthew Edgar, Gina Eom, Torill Gillespie, and Jackie Liu

   i) Elections:
   Marnee Tull

   j) Liaison with Post-Secondary Institutions:
   David Riendl

   k) Library:
   Gina Eom, Torill Gillespie and David Riendl

   l) Student Appeals on Academic Discipline:
   Gary Martin, Jitesh Mistry and Marnee Tull

   m) Student Awards:
   Sarah Martz and Daniel Yokom

   n) Teaching and Learning:
   David Riendl, Nathan Taylor and Daniel Yokom

   o) Tributes:
   Gary Martin and Mike Yung

Principal Gilbert
Dr. Paterson } *That Senate approve Recommendation #1.*

Carried.

Principal Gilbert
Dr. Tees
} *That Senate approve Recommendations #2(a) through #2(o).*

Carried.

Student Appeals on Academic Discipline Committee

See also' Appendix F: Student Appeals on Academic Discipline Committee'.

Dr. Bemmels presented for information the annual report on Committee activities, which included commentary about the Committee's mandate and a brief summary of each case.

Student Awards Committee

See also 'Appendix G: New Awards'.

As Chair of the Committee, Dr. Thompson presented the new awards for approval.

Dr. Thompson
Dean Granot
} *That Senate accept the awards as listed and forward them to the Board of Governors for approval, and that letters of thanks be sent to the donors.*

Carried.

Teaching and Learning Committee

INTERPROFESSIONAL SCHOLAR INITIATIVE

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

As Chair of the Committee, Dr. Paul G. Harrison presented the proposal to establish an Interprofessional Scholar Initiative (IPSI), which would be administered by the College of Health Disciplines in Terms 1 and 2 of the academic year. A cohort of 30 students in their final year of entry-to-practice degree programs would be selected from the 15 participating programs in the College of Health Disciplines. The value of the IPSI was described as follows:

1. Students engaged in the Initiative will share their experiences with student colleagues and thus inspire a broader interest in interprofessional education and patient-centred collaborative experience.
2. Students who experience the additional interprofessional learning opportunities afforded by the IPSI will be well prepared for their clinical experiences in practice education.
3. Students who are more experienced in interprofessional teamwork will be viewed positively as potential future employees as increasing attention is paid to collaborative practice in the workplace.

Students who were to successfully complete this Initiative would be recognized on their transcripts by the term 'College of Health Disciplines Interprofessional Scholar.'

Dr. P. G. Harrison
Dr. Tees
} *That Senate approve the establishment of the Interprofessional Scholar Initiative.*

Dr. Harrison stated that the Committee was particularly pleased to present this proposal because this type of interdisciplinary, non-credit proposal had not easily found a `home' among Senate Committees in the past. The Initiative would allow students in diverse health disciplines to learn together in representative teams, and to graduate with a greater breadth of experience.

The motion was put and carried

Tributes Committee

CANDIDATES FOR EMERITUS STATUS

Mr. Verma presented the candidates for emeritus status, on behalf of the Committee.

Mr. Verma
Vice President McBride
} *That Senate accept the recommendations of the Tributes Committee with respect to emeritus status.*

Carried.

Reports from the Vice President, Academic & Provost

INSTITUTE FOR THE SCHOLARSHIP OF TEACHING AND LEARNING

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

The Vice President had circulated a proposal to establish an Institute for the Scholarship of Teaching and Learning. The Vision Statement for the new Institute was as follows:

> The Institute for the Scholarship of Teaching and Learning will support research and reflection on teaching and learning with the aim to inform and enhance practice, locally and internationally. It will be responsive to the needs of UBC's teaching and learning community, and it will advocate for an effective reciprocity between research and practice.

Vice President McBride stated that the developers of the proposal, namely Dr. Gary Poole and Dr. Lee Gass, had consulted broadly with members of the UBC community.

Vice President McBride
Principal Gilbert
} *That Senate approve the establishment of the Institute for the Scholarship of Teaching and Learning.*

The Vice President spoke in support of this timely and innovative initiative that promoted reflection and analysis with respect to teaching and learning. These activities were particularly important considering the increased emphasis on teaching as a criterion for promotion and tenure decisions. In an environment where the funding of public institutions was lagging behind growing needs, educators would need to create a learning environment that could support a higher student-faculty ratio.

Discussion

Dean Muzyka noted that the Institute was to be funded in the short term by the Teaching and Learning Enhancement Fund; long term funding was to be provided through fundraising and grants, although some General Purpose Operating Funds would also be required. He suggested that the motion to approve the Institute be amended to include a

'sunset clause' that would see the Institute close after a given number of years if appropriate funding could not be secured. Vice President McBride agreed that the Institute should be reviewed five years following its establishment. Dean Tierney spoke in support of the Institute, stating that the most effective institutions are those that reflect on their own practice. Dean Tierney saw the addition of a sunset clause, however, as counterproductive and problematic. Dr. Tees expressed support for the Institute, and agreed that regular review was essential. Dean Muzyka pointed out that Faculties already reflected on their pedagogical approaches, and that this kind of activity would not be confined to the new Institute. He stressed the need for a review focusing on the Institute's ability to secure ongoing resources. Dean Gallini expressed support for the Institute, stating that she was hopeful that it would work closely with Faculties; she also supported the idea of a future review.

Dr. Paul G. Harrison, referring to Vice President McBride's statement that the proposal had been subjected to widespread consultation, expressed disappointment that the Teaching and Learning Committee had not been included in the consultation, and that the Committee had only heard indirectly about the proposal before it came to Senate.

In response to a query from Dr. Paul G. Harrison, Dr. Poole stated that the new Institute would have a parallel relationship with the Centre for Teaching and Academic Growth (TAG), with each unit complementing the activities of the other.

In response to a query from Dr. Knight, Vice President McBride stated that the Director of the Institute would report to the Associate Vice President, Academic Programs within the portfolio of the Vice President, Academic and Provost.

Upon recommendation of Mr. Brady, the Senate acquiesced to the following amendment to the motion without a vote (new text in **bold face**):

Vice President McBride
Principal Gilbert
} *That Senate approve the establishment of the Institute for the Scholarship of Teaching and Learning,* ***and that the Vice President, Academic & Provost be directed to report annually to Senate on the activities and operations of the Institute.***

The amended motion was put and carried.

TRANSFER OF PROFESSIONAL GRADUATE PROGRAMS

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

The Vice President had circulated the following proposal for information and discussion. The proposal had been endorsed by the Academic Policy Committee, and the Vice President stated that it would be placed on a fall 2004 Senate meeting agenda as an approval item.

Proposal

That disciplinary Faculties have the opportunity to assume administrative responsibility for degree programs designated by the Provost as professional graduate programs; that the programs listed in the addendum be transferred from the Faculty of Graduate Studies (FoGS) to the disciplinary Faculties as noted; and that any new programs designated by the Provost as professional graduate programs may choose to follow this option.

The Provost will undertake a review of the proposed initiative in due course following consultation with students, staff and faculty.

The "programs listed in the addendum" and their disciplinary Faculties were as follows:

Doctor of Pharmacy: Pharmaceutical Sciences

Master of Engineering: Applied Science

The following degree programs had already been transferred from the Faculty of Graduate Studies to the disciplinary Faculty shown.

Master of Business Administration: Commerce & Business Administration
Master of Management: Commerce & Business Administration

Discussion

Dr. Tees confirmed that the Academic Policy Committee had endorsed the proposal after its authors had included several important changes. It was important to the Committee, for example, to clarify how programs would come to be designated as "professional" and how professional programs would come to be administered by their disciplinary Faculties. The Committee also felt that it was essential that disciplinary Faculties fully understand the extent of their responsibilities for transferred programs.

Mr. Taylor spoke against the proposal, adding that the Graduate Student Society was also opposed. Concerns and questions included:

- More Faculties might choose this option; how was the University to decide which programs should be transferred?
- The proposal might weaken the relationship between disciplinary Faculties and FoGS.
- Since applications for NSERC and SSHRC funding were currently ranked by FoGS, how would students in professional programs access this and other types of funding?
- It was uncertain as to whether the proposal complied with the University Act.

Dean Muzyka stated that it was the disciplinary Faculty associated with a professional program, rather than FoGS, that was held accountable to accrediting and professional bodies. He noted that research programs offered by the Faculty of Commerce & Business Administration were still administered by FoGS. In the case of the Master of Business Administration (MBA), however, the work performed by FoGS had appeared redundant. The transfer of the MBA had not affected student access to appropriate funding.

Extension of Meeting Time

Dr. Tees
Mr. Paton } *That the meeting time be extended by one half hour, until 10:00 p.m.*

Carried.

TRANSFER OF PROFESSIONAL GRADUATE PROGRAMS DISCUSSION, CONTINUED

Dean Sindelar emphasized that disciplinary Faculties would be offered the opportunity to assume responsibility for professional programs, but that no program would be transferred against the express wishes of the disciplinary Faculty. With respect to the Doctor of Pharmacy (Pharm. D.), he stated that approximately half of North American Pharm. D. programs were administered by their disciplinary Faculties. The Faculty of Pharmaceutical Sciences had consulted about the proposal to transfer the program with students and faculty, who proved to be in strong support. The Faculty of Pharmaceutical Sciences already performed the recruiting and admissions functions for the Pharm. D., with FoGS evaluating applicants a second time. It was possible that, in future, UBC would choose to follow several other Canadian universities by modifying the Pharm. D. to become the sole entry-to-practice degree for pharmacists. Dean Sindelar emphasized that there was no doubt that the Ph.D. offered in Pharmaceutical Sciences, as a research degree, should reside within FoGS.

Vice President McBride stated that programs designated as professional might have differential tuition fees, but they were also primarily course based with no thesis requirement. Although an excellent case could be made for the involvement of FoGS in Ph.D. programs, it had become questionable whether FoGS was adding value to programs for which the disciplinary Faculties already performed recruitment, selection, advising, and assessment activities. Vice President McBride added that there was also an argument to be made in favour of transferring all master's degrees, including the Master of Science and

the Master of Arts, to their disciplinary Faculties, though the current report did not propose that course of action.

Dean Granot explained that FoGS did not recommend admission of students to programs, but ensured that Faculties were adhering to Senate standards in admitting students. Processing time was typically less than two days. Dean Granot also expressed concern that students in professional programs would lose their eligibility for federal funding programs, such as NSERC. Dean Isaacson clarified that students in the Master of Engineering program do not typically seek funding from federal granting councils.

In response to Mr. Taylor's concern about the number of programs possibly leaving FoGS, Dr. Tees suggested that many professional programs would likely choose to stay, although the disciplinary Faculties of the four programs listed in the addendum seemed fully prepared to assume administrative responsibility.

Dr. Bemmels noted that the Faculty of Commerce & Business Administration had added a half time staff person to manage the additional work involved in administering the Master of Business Administration and Master of Management; he was uncertain whether it would make sense, for staffing reasons, to transfer smaller programs to their disciplinary Faculties.

ASSOCIATE VICE PRESIDENT, ACADEMIC PROGRAMS NEIL GUPPY

Vice President McBride recognized Dr. Neil Guppy, who had served as the Associate Vice President, Academic Programs for the previous five year term ending on June 30. Dr. McBride thanked Dr. Guppy for his tremendous contributions to the learning environment and his emphasis on the interests of students. Members of Senate applauded in appreciation.

Reports from the Associate Vice President, Enrolment Services & Registrar

TRIENNIAL ELECTIONS TO GOVERNING BODIES

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

Mr. Silzer had circulated the proposed regulations for the 2004/2005 triennial election of representatives to the Board of Governors and the Senate. The proposal was brought in accordance with Section 43 of the *University Act*, which states that "...Senate must make and publish all rules necessary and consistent with this *Act* in respect of nominations, elections and voting." The elections were:

1. Board of Governors
    a. one non-faculty employee
    b. two faculty members
2. Senate
    a. Chancellor
    b. 11 members of the Convocation
    c. 10 faculty members at-large
    d. Two faculty members from each of the 12 Faculties
    e. One representative of the professional librarians

Mr. Silzer noted that the regulations reflected a recent change to the *University Act* that broadened voter eligibility to include part time faculty and part time students.

Mr. Taylor
Dean Isaacson
} *That Senate approve the amended regulations for the triennial election of representatives to the Board of Governors and the Senate.*

In response to a query from Dean Isaacson, Mr. Smith confirmed that the elections would be conducted using a combination of Web-based and paper ballots. Mr. Smith confirmed

that paper ballots remained necessary because some alumni did not have access to a computer for voting purposes.

The motion was put and carried

Report from the Faculty of Agricultural Sciences

ORAL REPORT ON FACULTY RE-BRANDING

Dean Quayle gave a brief overview of the Faculty of Agricultural Sciences' ongoing review of its vision, mission, and Faculty name. One name under consideration was "Faculty of Environmental and Food Sciences," and the Faculty had undertaken extensive consultation with respect to this proposed name change. The Dean was hopeful that consultation would be complete by late summer and that the Faculty would be prepared to present a new name to Senate for approval in September 2004.

Other Business

AD HOC COMMITTEE TO REVIEW THE SENATE

On behalf of the Ad Hoc Committee to Review the Senate, Dr. Brander announced that the Committee had prepared a questionnaire for members of Senate. He stated that the questionnaire would be available within the month and asked that members of Senate participate.

Adjournment

There being no further business, the meeting was adjourned. The following regular meeting of the Senate was scheduled for 7:00 p.m. on September 22, 2004.

Appendix A: Cooperative Education Programs

GUIDELINES FOR CO-OPERATIVE EDUCATION PROGRAMS AT UBC

Co-operative Education Programs at the University of British Columbia have expanded tremendously over the past ten years. The number of student work terms has increased from under 300 in 1993 to over 2000 in year 2003.

Until 2001, all Co-op programs in the province of British Columbia had to meet strict guidelines, set by the Co-operative Education Fund of British Columbia (CEFBC), under the guidance of the Ministry of Advanced Education and Technology. In 2001 the provincial government dissolved CEFBC, thus allowing individual educational institutions to establish their own Co-op guidelines.

To facilitate the growth of Co-op at UBC, to help establish new Co-op programs, and to ensure that both existing and new programs meet the highest educational standards that recognize the needs of students, employers and faculty, the UBC Co-op Council (comprising of Associate VP Academic Programs, representatives of each Faculty that has a Co-op program and an AMS representative) has drafted a set of Co-op guidelines.

These guidelines, primarily based upon the previous CEFBC guidelines, are similar to the ones practiced by the other universities in British Columbia. CEFBC approved programs are offered in the Faculties of Applied Science, Arts, Commerce and Business Administration, Forestry and Science. The Faculty of Education is in the process of developing a Co-op program under these guidelines.

Definition

Co-operative Education is a partnership between students, employers and The University of British Columbia. As an educational process, co-operative education formally integrates a student's academic studies with paid, approved, career-related work experience in participating employer organizations.

An **Undergraduate Co-op Program** has more than one period of full-time work experience integrated with academic studies. The number of work terms required is set by individual Faculties with no less than three (3) full-time work terms or a minimum of 30% of the total number of academic terms required to graduate with a Co-op designation (over a normal four year degree).

A **Graduate Co-op Program** has at least one full-time work experience integrated with academic studies. The total number of work terms must normally be a minimum of 25% of the total number of academic terms.

Recognized Co-op programs at UBC must meet the following criteria:

Approval Criteria

1. The Co-op program as defined above is an integral component of the educational program, and must be approved by the UBC Senate;
2. Programs must be identified in the UBC calendar with graduation requirements specified;
3. Programs must provide pre-employment training sessions for students prior to the initial work term;
4. Programs must state procedures, standards and appropriate behavior for student work term(s);
5. The needs of employers should be taken into account in designing the work/academic sequence. Programs with more than one work term must not schedule all of the work terms in the summer months;
6. While on a Co-op work term students must enrol in a full time UBC Co-op course.
7. The total length of a work term must be a minimum of 13 weeks (or approximately 455 hours);
8. Students are to engage in productive, supervised work, not be merely observers, and are to be paid at competitive rates for their work;
9. Formal feedback and evaluation mechanisms must be established between the three parties involved - students, employers and UBC Co-op Programs. The work experience should complement the curriculum content. Specifically, formal feedback mechanisms should normally include:
    a. Approval of positions by the UBC Co-op Programs as suitable learning environments, whether the positions are found by the Co-op Program or by students;
    b. Supervision and evaluation of student performance by employers and discussion of the evaluations with both the students and the UBC Co-op Programs and Faculty Advisors;
    c. Site visits arranged by the UBC Co-op Programs, normally conducted once per work term, to review student performance and progress. These site visits should include discussions with both students and employers;
    d. Students are required to complete written and/or oral presentations at the end of each work term;
10. Work terms completed at any approved post secondary co-op program may be transferable to UBC:
    a. The transferability is based on the work term(s) having been successfully completed and given credit by the institution of origin (i.e. noted on transcript);
    b. The granting of transfer is given by UBC accepting the student using the regular transfer credit process;

c. The acceptance of a student for transfer from another institution having a co-op program does not guarantee acceptance into the co-op program at UBC;

d. UBC may still require that the transfer student complete additional work terms as part of his/her new program of study.

At UBC a council of Co-op Directors, with one student member and a member from the Provost's Office, co-ordinates co-operative education activity.

Note: The Calendar entry that appeared in the report is not included in the Minutes. Copies are available from the Assistant Registrar, Senate & Curriculum Services.

Appendix B: Report of the Senate Committee on Appeals on Academic Standing

REPORT TO SENATE ON ACTIVITIES, MAY 2003-MAY 2004

May 19, 2004

The Senate Committee on Appeals on Academic Standing hears appeals by students against decisions of Faculties on matters related to a student's academic standing. The Committee may allow an appeal if it believes "that the decision has been arrived at through improper or unfair procedures, and that as a result a wrong decision on the merits has or may have been arrived at" (UBC Calendar 2003-04, p.36). The Committee has no jurisdiction where the sole question raised in an appeal turns on the Faculty's exercise of academic judgment. The decision of the Committee is final.

Since May 2003, the Committee has received 10 appeals, of which four were allowed, two were dismissed, three were not pursued by the appellants, and one was withdrawn.

Appeals Allowed

The Committee allowed an appeal by an appellant who had been awarded a grade of 0 in a 400-level course because of evidence of plagiarism in a paper. The Committee found for the appellant because the Faculty did not follow published procedures and exceeded its authority in determining the penalty to be applied.

The Committee allowed an appeal by a student assigned a failing grade in a course, on the grounds that the department had acted inconsistently and erratically in applying the marking scheme published in the course syllabus at the beginning of the year.

A student appealed from a Faculty's decision to require his withdrawal from a graduate program. The Faculty had argued that language difficulties, differences with supervisors, and delays in the thesis proposal warranted the student's withdrawal; without challenging the Faculty's view of these matters, the Committee found that the Faculty had erred in its procedures for supervising, mentoring, and examining the student, and required that the student be permitted to continue in the program.

A student was required to withdraw on the grounds of poor academic performance. The student appealed, claiming to have been given unclear and inconsistent directions, and ultimately to have been denied the right to take course supplementals. The Committee did not challenge the Faculty's assessment of the appellant's performance, but agreed with the appellant that the Faculty had not acted fairly or consistently in the application of its pub-

lished criteria for continuation and promotion. The Faculty was directed to permit the student to take the necessary supplemental examinations.

Appeals Disallowed

A student argued that the failing grade assigned in a course was unfair and arbitrarily arrived at; the Committee disagreed and found that the department concerned had acted fairly and conscientiously in arriving at the final grade.

The Committee found against a student who had appealed the Faculty's requirement to withdraw because of poor performance. The student maintained that in arriving at its decision, the Faculty had failed to give due consideration to the student's personal (family) difficulties. The Committee found that, on the contrary, the Faculty had taken every reasonable step to assist the student, had not violated due procedure, and had treated the student fairly.

General Observations

The Committee notes that departments are sometimes rather lax or inconsistent in the application of the rules and regulations governing such matters as disciplinary procedures, grading systems, and supervision of students. Though a department or Faculty may strive to provide a just assessment of a student's standing, any carelessness or error in the process may lead to unfairness, or the appearance of unfairness, and give the student reasonable grounds for appeal. The Committee would urge on faculty members the importance of following due process in all matters relating to student assessment in essays, quizzes, and examinations. This includes maintaining scrupulous records of course requirements, grade schemes, and student performance. Faculties and departments should also be familiar with the University's published regulations governing requirements for continuation or graduation and for appeal of academic decisions, and should draw these regulations to the attention of students.

For the Committee,

Respectfully submitted,

Herbert Rosengarten

Chair

Appendix C: 2003/2004 Budget Committee Report

The mandate of the Senate Budget Committee (SBC) is (i) to meet with the President and assist in the preparation of the University budget, and (ii) to provide advice and report to Senate on academic planning and priorities as they relate to the preparation of the budget. It is tradition for the SBC to present an annual report to Senate during the May meeting.

The following are highlights of the main topics discussed this past year:

UBC ENDOWMENT FUND

At the request of the SBC, Byron Braley, AVP Treasury presented a report on UBC's Endowment Fund, which had a significant reduction in market value in the previous two years. Investment returns are used primarily to support teaching and research and to provide student support. Braley reported that UBC's investment return had been considerably better than some Canadian universities, and about equal to the average for all Canadian universities. Effective April 1st 2004, UBC has reduced the spending rate on endowment funds to 5.0% to ensure capital preservation. The recent outlook is positive: the year-to-date investment return for 8 months ending Nov. 03 was about 10%, and the market value of the fund had increased to $650 million by Fall 2003.

ANCILLARY BUDGETS

The SBC annually reviews the operating budgets and business plans of UBC's ancillaries (listed here by responsible VP). VP Academic: Applied Research & Evaluation Services, Green College, IT Services, Media Group, St. John's College. VP Students: Athletics & Recreation, Housing & Conferences. VP Administration & Finance: Plant Operations, Utilities, Bookstore, Food Services, Parking.

TUITION CONSULTATION

The SBC met with the President and VP Students to discuss the Tuition Proposal in Feb. and March of this year. Principles that were discussed include: (1) The proportion of institutional education costs covered by tuition should be in the range of 25 to 30%. Currently, the average of the G10 (ten large research intensive) universities is 33%; Quebec universities typically have less than average (about 20 to 30% tuition for in-province students), and Ontario universities typical have more than average (about 40 to 50% tuition). (2) Setting of tuition at UBC should be informed by tuition levels at peer institutions who compete for students, faculty and staff. In 2003/04, UBC tuition (excluding fees) for a domestic undergraduate student in Arts/Science was $3460, which is 95% of the comparable tuition at the University of Victoria, 93% of SFU, 83% of Toronto,

McGill, Queens, and 80% of Alberta. UBC tuition for a Research Master's degree student was $3200 in 2003/04, which is 106% of Alberta, 87% of SFU, 78% of Victoria, 77% of McGill, 62% of Queens, and 59% of Toronto. (3) According to UBC Policy 72, bursary support will be provided to domestic students with eligible unmet need. The total bursary awarded in 2003/04 increased 72% from the previous year to $11.0 million ($5.4 M undergraduate, $4.6M to Post-baccalaureate, $1.0M graduate students).

The tuition proposal that was reviewed by the SBC and approved by the Board of Governors (BOG) in March is as follows: effective May 1, 2004, a 16% increase in base tuition for undergraduate programs, except Commerce years 2-4 (28%), and Pharmacy new in 2004 (20%). A 16% increase in base tuition for graduate programs. No increase in tuition for international graduate students in research-based programs; but the tuition scholarship for these students will be reduced so that the net tuition is equal to the domestic student tuition. The tuition for professional graduate programs will increase between 0% (for programs that have reached full cost recovery) and 16%. A 2.5% increase in international undergraduate tuition for 2004/05 was approved by BOG in Sept. 2003, and a 15% increase in the tuition for Post-baccalaureate programs in Dentistry and Medicine ($14,000 per year for students new in 2004/05) was approved by BOG in Jan. 2003.

BUDGET PLANNING FRAMEWORK

One of the main topics of discussion at SBC meetings this year was the draft Budget Planning Framework, which will start to inform budget allocations and reallocations. Early versions had only university wide average numbers, while a recent version included numbers by Faculty, VP portfolio, and other groupings. The main elements of the framework are the GPO annualized budget, endowment earnings, research funding (for Faculties), FTE undergraduate students (excluding ISI), FTE graduate students (excluding ISI), FTE faculty (including Sessional Instructors), FTE staff, student-to-faculty ratio, staff-to-faculty ratio, undergraduate-to-graduate ratio, GPO and endowment funding per student, and research funding per faculty

JOINT BUDGET SUBMISSION

According to a three-year funding letter received two years ago, the provincial government intended to reduce operating grants of all BC universities by $19 million in fiscal year 2004/05. UBC's share of this reduction was $10M. In addition, the provincial government was expecting the BC universities to provide about 1800 new student positions. The BC universities prepared a joint budget submission to the provincial government entitled *Towards A Higher Learning Investment* (dated Oct. 03) that requested government reverse the plan to reduce operating grants in 2004/05 and take a partnership role in

addressing the additional $16 million gap for the new students places. In addition, the report recommended that the province develop a plan to meet increased student demand over the next decade, continue to provide matching funds for CFI, provide resources to increase graduate student positions, and increase funding for university-industry programs.

2004/05 UBC BUDGET

The total revenues to the University of British Columbia in 2004/05 will be about $1.5 billion. The various funds that make up this total are the General Purpose Operating (GPO), Sponsored Research, Specific Purpose, Ancillaries, and Capital. Of these, GPO is the only fund in which there is considerable discretion over spending. In 2004/05, the GPO fund will be about $525 million. About $347 million is from the provincial government grant, and $146 million is from tuition fees. The remainder is federal funding, investment income and other revenue.

Budget discussions with the Senate Budget Committee have been predominantly in terms of incremental changes to GPO. In January 2004, the university was predicting a potential GPO budget shortfall for 2004/05 of about $32 million prior to any faculty salary settlement. However, the provincial government did reverse the plan to reduce the operating grants of the BC universities in 2004/05, and UBC's grant was not reduced by $10 million. In addition, the province provided UBC with a $3.7 million larger than anticipated grant (although $0.25 million of this is required for additional commitments for increased FTEs in targeted areas), and $9 million additional one-time funding for 2003/04. The university used this one-time money to prepay one-time expenses that would otherwise have to be paid in 2004/05.

The tuition increases that were approved for 2004/05 are expected to generate an additional $23.7 million in revenues for the university: base tuition increase ($18.0 million), above-the-base (differential) tuition increases ($3.7 million), increase in the Medical program tuition ($2.0 million). The delay of the Master's degree tuition increase from May to Sept will reduce the revenue by about $0.5 million. The university is also expecting a $2 M increase in investment income this year.

The increased expenses associated the government's New Era promises (Medical School expansion, DTO) is $8.1 million. A certain portion of the tuition increase is targeted for specific use: $3.5 million of the tuition revenue will be used for student financial support, and $3.1 million will be used for teaching and learning enhancements for the students paying above-the-base tuition increases including the Medical program.

The largest financial obligations are for increased salary and benefit costs. The increased staff salary and benefits will cost $6.4 million, while the faculty salary increases (effective July 1) will cost $4.9 million in 2003/04, and there will need to be an additional increase in next year's budget to annualize the cost of the increases. The central portion of the cost to annualize the Ph.D. tuition waiver that began last year is $1.6 million. Utilities are expected to cost an additional $1.6 million, and there is a $0.2 million increase in the cost of insurance.

The university is planning to use the unanticipated grant funding ($3.45 million) on a one-time basis to reduce central debt, rather than make new investments. Funding for any new priorities will need to come from reallocations within each Vice President's portfolio.

COMMENTARY

The SBC provided input to the President and the administration throughout the budget planning process, including the development of the underlying principles. The SBC generally endorses the 2004/05 Budget; and particularly commends the President and the administration for their role in persuading the provincial government to reverse the plan to reduce the university's operating grant in 2004/05, and to provide additional funding to allow the university to meet its New Era commitments and address other immediate priorities.

Appendix D: Curriculum Proposals

FACULTY OF ARTS

New courses	ARTH 442 VISA 470, 471 KORN 412 CLST 314, 315, 333, 334, 351 CNRS 316, 370 GREK 325 NEST 303, 304, 310 RELG 308, 313 ENGL 309, 312, 328 FNST 401 FREN 429 HIST 200, 252, 355, 356, 371, 372, 373, 374, 375, 376, 377, 378, 429, 454, 465, 481, 483, 484, 485 PHIL 334 SOCI 369

FACULTY OF GRADUATE STUDIES

New Courses	NURS 505 EOSC 543, 546, 562 SWFS 601, 621, 623, 624, 654 RHSC 581, 583, 587, 589
New Programs	Ph.D. in Social Work and Family Studies Master of Rehabilitation Sciences (M.R.Sc.)

New Specialization	Human Computer Interaction (HCI): coordinated by the Media and Graphics Interdisciplinary Centre (MAGIC)

FACULTY OF PHARMACEUTICAL SCIENCES

Program Changes	B.Sc. (Pharm.): 3rd year
New Courses	PHAR 400, 401, 430, 435, 441, 442, 451, 452, 461, 462, 471, 472, 498

FACULTY OF SCIENCE

Course Change	CHEM 205: prerequisites

Appendix E: Library Committee Activities 2003/2004

THE IRVING K. BARBER LEARNING CENTRE

At each meeting, the Librarian provides the Committee with an IKBLC update, and keeps us informed about changes to building plans and costs, and about consultations with Faculty Library Committees and Library staff concerning the building's uses. The project is moving forward on schedule, and the builders have already begun work on the largest portion of the new North Wing, the Automated Retrieval System (ARS). Much thought is going into the selection of books to be held in this section, and the Assistant University Librarian for Collections and Technical Services, working with the Faculty Library Advisory Committees, has invited faculty members across the University to advise her on this matter. There is undoubtedly keen interest in the ARS: the Faculty of Arts recently conducted an online survey and received over 230 responses. The Committee will be following this aspect of the new building's facilities very closely, to ensure that technology serves as a handmaiden to scholarship, not as an obstacle.

Meanwhile, on behalf of the whole University community, the Committee wishes to express its thanks to all members of the Library staff for continuing to provide excellent service despite the difficulties caused by the construction.

UBC RECORDS MANAGEMENT PROGRAM

At its March meeting, the Committee heard a presentation from Chris Hives, the University Archivist, on the lamentable state of records management at UBC. Despite the existence of policies that recognize the importance of preserving institutional records, the UBC Archives have neither the space nor the personnel necessary to properly store and manage a growing mass of materials, materials that need to be preserved for legal, historical, and cultural reasons. The Committee was shown photographs of the appalling condition of the building in which many of our records must be kept for lack of appropriate space. The Committee also learned that record keeping varies immensely around the campus: some departments send all their documents, regardless of value, to the University Archives; others send none.

The Archivist spoke of an urgent need to increase the staff in his department to be able to attend to these problems. Presently our Archives employ two full-time professional archivists; this may be compared to four FTE's at Simon Fraser University, and five at Calgary and Toronto. The Committee agreed that Archives must be given a high priority, and will be writing to the Vice Presidents, whose collective responsibility it is to implement the rel-

evant policies, to urge that funding be found as soon as possible for the creation of an additional position in the University Archives.

NEW INTEGRATED LIBRARY SYSTEM

In November the Committee met with Mr. Brian Owen, Manager of Library Systems, who described the new Endeavor software that will sustain a new system to support all of the Library's primary activities (cataloguing, acquisitions, circulation, and the online public access catalogue). A related system, EnCompass, will provide enhanced access to the Library's collection of electronic information resources. The implementation of Endeavor and EnCompass will enhance a user's search and browsing capabilities, allowing for broader searches across a number of databases and operating much faster than the present system. The new system, costing almost $1.5 million, comes into play at the beginning of May 2004.

INDIRECT COSTS OF RESEARCH

By far the most frequently-discussed topic on our agenda this year has been the funding allocated to the Library from the Indirect Costs of Research (ICR) program introduced three years ago by the federal government. Under this program, the government provides universities with a subsidy in support of research, to enable institutions to meet the growing indirect costs incurred by expanding research programs. The size of the grant is calculated as 25% of the three-year average of the tri-council research grants generated by the institution.

Since its implementation, increases to the Library's acquisitions budget have been funded largely from this program. In 2002-3, the Library received $720,000, or 5.2% of the total ICR funds allocated to UBC; in 2003-4, the Library's share fell to $600,000, or 3.8%. These are one-time additions to the base acquisitions budget, which has grown by an annual average of around 3.3% since 2001. This amount covers only a small percentage of the average annual price increases faced by the Library.

While we acknowledge that the University has sought to help the Library meet inflationary costs, the allocations from the ICR fund are simply not growing in proportion to researchers' needs. The table attached to this report shows that UBC's share of federally-distributed funds in the ICR program has risen over the past two years, a reflection of our growing success in the competition for research dollars; yet as the table also shows, the allocation to the Library has fallen both in percentage and in real dollars. It is evident from the table that our Library is not faring as well as many of its institutional peers: for

2003-04, the average percentage of indirect cost funds allocated by the listed institutions to their libraries is over 8%, more than double the percentage allocated at UBC.

This is giving rise to much concern among researchers right across the University. At its January meeting the Senate Library Committee heard directly from Dr. Muriel Harris (Associate Professor, Department of Medical Genetics and Chair of the Life Sciences Library Advisory Committee) and Dr. Fabio Rossi (Assistant Professor, Department of Medical Genetics and Canada Research Chair in Regenerative Medicine) concerning the impact of the Library's collections and services on their research.

Drs. Harris and Rossi noted that the introduction of additional funds through the ICR program has enabled the Library to make some improvements in its research collections, but expressed real concern at possible reductions or slowdowns in the provision of essential resources. They maintained that there is a strong relationship between a high quality library and high quality research. Without a first-class library it is difficult to attract and retain top-ranking researchers. Both were emphatic that the funds must be provided to support further collection development and increase access to the latest electronic resources.

Earlier this year and on behalf of the UBC Life Sciences Library Advisory Committee, Dr. Harris wrote to President Piper:

> All of us involved in research in the Life Sciences at UBC make extensive use of the Library's resources. Much of this use is "invisible" because it is done directly on-line from our offices....There is a direct relationship between the high quality of the Library and the high quality of the research work being done at UBC. We are also aware that the high quality of the UBC Library is a strong drawing card in attracting top-notch research scientists to UBC. We know that there are competing demands for these dollars, but we feel strongly that maintenance of a first-rate Library is at least as important to first-rate research as are the other research-related facilities and services at UBC. Therefore, as representatives of the research users of the Life Sciences Libraries at UBC, we request strongly that the needs of the Library be given high priority in allocation of future funds received by the University for "indirect costs of research."

Similar concerns were expressed in a letter to President Piper by Dr. Michael Blades, Chair of the UBC Faculties of Science and Applied Science Library Advisory Committee:

> Most of us would argue that, next to our own research tools, the Library is the most valuable research resource on campus. Starting this year, in order to provide continuing access to on-line e-journals, the Library must cover Canadian National Site Licensing Project costs, on the order of $1,000,000 from within its operating budget. The 2003/04 Library budget allows the Library to continue

with our current subscription content but the level of monograph allocations will drop to 92% of last year's total. This situation does not correlate with the University's growth in research, new programs of study, and the recruitment of new faculty, in particular the Canada Research Chair initiative.

Dr. Ira Nadel, Chair of the Arts Faculty Library Advisory Committee, wrote to the University Librarian on behalf of that Committee to lament the decreasing support for the Library from the Indirect Cost of Research funding:

> The ability to provide collection and service needs for our expanding research requirements, not only in the Faculty of Arts but across the campus, is fundamental to the Library and its purpose at a major research university like UBC. We deplore the current reduction in support (an appalling 3.8%, down 27% from the previous year) in the strongest possible manner and urge the restoration if not increase in funds. No unit on the campus is more central to the Faculty of Arts than the Library and we must see that it receives the basic funding it deserves.

Linking these three letters is the writers' belief that a strong and well-funded library is central to the whole research enterprise at UBC, and that success in scholarship is highly dependent upon library support, regardless of discipline.

As planning for 2004/05 ICR allocations begins, it is imperative that full consideration be given to the role the Library plays in supporting UBC's research programs, and that the increasing importance of research at this university be reflected in an appropriate allocation of ICR funds to the Library.

Accordingly, the Senate Library Committee asks that Senate approve the following motion:

> *That the Senate Budget Committee be asked to meet with the University Administration to discuss increases in the allocation of Indirect Costs of Research funding to the University Library, to enable the Library to meet the increased demands upon its collections and services; and that the Committee inform Senate of the outcome of these discussions.*

For the Committee,
respectfully submitted,

Herbert Rosengarten
Chair

May 2004

2002/03 Indirect Cost Support for Library by University

University	ICR rec'd by University	ICR allocated to Library	Library %
Toronto	$22,276,173	N/A	N/A
UBC	$13,757,785	$720,000	5.2%
Alberta	$11,899,271	$800,000	7%
Montreal	$10,247,638	$1,100,000	11%
Calgary	$7,318,918	$212,500	3%
McMaster	$7,255,502	$1,000,000	14%
Western Ontario	$7,248,173	$4,910,000	68%
Queen's	$6,155,806	$600,000	10%
Dalhousie	$5,289,130	$1,300,000	25%
Simon Fraser	$4,399,899	$85,000	2%
Saskatchewan	$4,244,720	$50,000	1%

Average % Received by Library 14.62%

Average % Received by Library (excluding Western Ontario) 8.7%

2003/04 Indirect Cost Support for Library by University

University	ICR rec'd by University	ICR allocated to Library	Library %
Toronto	N/A	N/A	N/A
UBC	$15,716,083	$600,000	3.8%
Alberta	$13,100,000	$850,000	6.5%
Montreal	$11,828,477	$1,100,000	9.3%
Calgary	$8,300,000	$212,500	2.6%
McMaster	$10,300,000	$1,000,000	9.7%
Western Ontario	$8,131,506	$1,270,000	15.6%
Queen's	$6,200,000	$600,000	9.7%
Dalhousie	$5,500,000	$600,000	10.9%
Simon Fraser	$4,964,632	$100,000	2%
Saskatchewan	$4,400,000	$350,000	8%

Average % Received by Library 8.8%

Appendix F: Student Appeals on Academic Discipline Committee

REPORT TO SENATE 2003-2004

Members of the Committee: Dr. Brian Bemmels, Professor Christine Boyle (chair), Ms. Jordana Greenblatt, Mr. Robert Lowe, Dr. Michael MacEntee, Dr. Ann Rose, Dr. Carolyn Shields, Dr. Sally Thorne, Mr. Des. R. Verma, Mr. Mike Yung, Mr. Christopher J. Zappavigna.

The Senate Committee on Student Appeals on Academic Discipline is a standing committee of Senate established under section 37(1)(v) of the University Act, R.S.B.C.1996, c.468 (consolidated as of 21 March 2003). The committee is a "standing committee of final appeal for students in matters of academic discipline". Under section 61(1) of the Act the "president has power to suspend a student and to deal summarily with any matter of student discipline." Under section 61(2), the President "must promptly report the action to the standing committee established under s.37(1)(v) with a statement of his or her reasons." Under section 61(3), the "action of the president is final and subject in all cases to an appeal to the Senate."

The University Calendar for 2003/2004 on pages 37-38 contains information about "Student Discipline". It describes certain offences, listing 13 of them, and cautions students that "misconduct...includes, but is not limited to" these 13 offences. It notes that the President has established the President's Advisory Committee on Student Discipline (hereafter Advisory Committee) to advise the President on measures to be taken on matters of student discipline. "An alleged instance of student misconduct deemed serious enough for action by the President shall be referred to this Committee unless otherwise directed by the President." With respect to faculty procedures, the Calendar notes that a "student suspected or apprehended in the commitment of an offence shall be notified within a reasonable period of time of intention to report the alleged offence to the department head, dean, or other appropriate person. The student shall also be given the opportunity to explain the incident and, if he or she requests, to meet with the department head, dean, or other appropriate person, before the alleged offence is reported to the President." The Calendar further notes that a student has the right to appeal the decision of the President to the Senate Committee on Academic Discipline.

The Policy Handbook of the University (**http://www.policy.ubc.ca/policy69.htm**) provides in part:

> Academic Misconduct

When a member of faculty suspects that misconduct has occurred, he/she shall investigate it immediately. If satisfied that the misconduct did occur, he/she shall notify the student at once that he plans to report the incident, and he/she shall then report it immediately to the department head, or to the appropriate person in the faculty, who in turn shall notify the dean of that faculty or designate without delay. If after thorough investigation, during which the student shall be given an opportunity to explain the incident, the misconduct has been established, the academic aspects of the matter may be dealt with, and appropriate academic action taken by the department or faculty concerned.

When the misconduct consists of cheating as described above, zero credit or some other mark may be assigned by the faculty for the examination or test in which the cheating occurred.

When the misconduct consists of plagiarism as described above, zero credit or some other mark may be assigned by the faculty for the plagiarized submission.

The action thus taken shall be reported immediately to the President's Advisory Committee on Student Discipline by the dean of the faculty in which the misconduct occurred, together with a complete description of the evidence upon which the faculty action was based.

During the period from April 2003 to April 2004, the Senate Committee heard 12 appeals involving 14 students disciplined by the President on the recommendation of her Advisory Committee. The offences, the disciplinary action taken by the President, the nature of the appeals, and the decision of the Standing Committee, were as follows:

1. April 2003

   The student altered answers on a midterm examination and returned the examination to the instructor requesting that it be re-graded. Discipline imposed: a mark of zero in the course, 12 month suspension, and entry of disciplinary action on transcript with a right to apply for removal of notation after two years from graduation (hereafter "notation on transcript"). Appeal with respect to the severity of the disciplinary action and that the non-disclosure of the recommendations of the Advisory Committee to the President hampered the right of appeal and resulted in inadequate reasons for the disciplinary actions taken. **Appeal dismissed.**

2. June 2003

   The student was disciplined for collaborating with another student on lab reports and altering answers on a midterm examination and returning the examination to the instructor for re-grading. Discipline imposed: a mark of zero in the course, 12 month suspension, and notation on transcript. Appeal with respect to the non-disclosure of the recommendations of the Advisory Committee and that the Advisory Committee was in error in its findings. **Appeal allowed** (on the basis of insufficient reasons to meet the statutory obligation to give reasons in s.61 of the *University Act*).

3. June 2003

   The student submitted a forged enrolment letter in support of an application for employment at the university. Discipline imposed: 8 month suspension and notation on transcript. Appeal with respect to inaccuracies in the Advisory Committee recommendations and with respect to the severity of the discipline. **Appeal dismissed.**

4. June 2003

   The student had access to notes left in a washroom that was accessible from the examination room constituting possession of unauthorized material in an examination. Discipline imposed: a mark of zero in the course and a letter of reprimand. Appeal with respect to the severity of the disciplinary action and that the student did not use the notes after finding them in the washroom. **Appeal dismissed.**

5. June 2003

   The student was disciplined for plagiarizing a lab assignment and submitting a fraudulent output in the same course. Discipline imposed: a mark of zero in the course, 8 months suspension, and notation on transcript. Appeal with respect to an unreasonable delay in providing reasons, the allegation of plagiarism was not proved, insufficient notice was given regarding the second matter, all evidence was not considered and the severity of the disciplinary action. **Appeal allowed** (on the basis of delay in disclosure of the Advisory Committee recommendations and notice insufficient to give a fair opportunity to respond).

6. June 2003

   Two students were disciplined for working together beyond the point that they were allowed to collaborate on a lab. Discipline imposed: marks of zero in the course, 4 month suspensions, and notation on transcripts. Appeal with respect to delay in receiving recommendations of Advisory Committee, and lack of reasons for the decision of the President. **Appeals allowed** (on the basis of insufficient reasons).

7. August 2003

   Two students collaborated during a midterm examination. Discipline imposed: marks of zero in the course, 8 months suspensions, and notation on transcripts. Appeal with respect to the Advisory Committee erring in its findings and the severity of the discipline imposed. **Appeals dismissed.**

8. November 2003

   The student used unauthorized material during a final examination. Discipline imposed: mark of zero in the course, 12 month suspension, and notation on transcript. Appeal on basis of lack of reasons provided by the President and non-disclosure of recommendations of the Advisory Committee, which had recommended leniency in this case. **Appeal allowed** in that suspension reduced to 6 months.

9. November 2003

   The student plagiarized substantially from a number of websites. Discipline imposed: mark of zero in the course, 8-month suspension, and notation on transcript. Appeal

with respect to the presence of a witness at the meeting of the President's Advisory Council, lack of reasons by the President for the decision and non-disclosure of recommendations and reasoning of the Advisory Committee. **Appeal dismissed.**

10. March 2004

    The student committed an academic misconduct by self-marking of examination in red ink prior to handing examination to invigilator. Discipline imposed: mark of zero in the course, 12-month suspension, and notation on transcript. Appeal with respect to the presence of a witness at the Advisory Committee hearing and of that witness being allowed to question the student and others, lack of reasons by the President for the decision and non-disclosure of recommendations and reasoning of the Advisory Committee. **Appeal dismissed.**

11. April 2004

    Unauthorized material was used during a final examination. Discipline imposed: mark of zero in the course, 8-month suspension, and notation on transcript. Appeal on the basis that events since the initial hearing increased severity of discipline imposed. **Appeal dismissed.**

12. April 2004

    The student used unauthorized material during a midterm examination. Discipline imposed: mark of zero in the course, 12-month suspension, and notation on transcript. Appeal with respect to the severity of discipline imposed. **Appeal dismissed.**

In the last report, the Committee noted that it had embarked on a review of its jurisdiction and that Mr. Hubert Lai of the Office of the University Counsel, had undertaken to review all university procedures and policies with respect to student discipline and to share that information with the Standing Committee. That information has not yet been received. However, the Terms of Reference of the Ad Hoc Committee to Review the Senate, include "Jurisprudence. To provide advice regarding Senate's role in the context of administrative justice, e.g. its statutory jurisdiction in discipline appeals."

The Chair wishes to thank the members of the Committee for their hard work over this academic year.

Respectfully submitted,

Christine Boyle
Professor of Law
Chair of the Senate Committee on Student Appeals on Academic Discipline

Appendix G: New Awards

APOTEX Inc. Award in Pharmaceutical Sciences: Awards totalling $750 have been endowed by Apotex Inc. to assist with the expenses for undergraduate student(s) to attend the annual British Columbia Pharmacy Conference. Consideration is given to students with good academic standing who demonstrate leadership skills, involvement in student affairs, and commitment to community service. The award is made on the recommendation of the Faculty of Pharmaceutical Sciences. (First awards available for the 2004/2005 academic year)

Richard Edward BECK Prize: A $500 prize has been endowed by his family in honour of Dr. Richard E. Beck for an outstanding contribution to clinical teaching by a senior resident/subspecialty resident in the Department of Medicine. Dr. Beck was hired in 1953 as the first clinical teaching fellow in the Department at the time the first graduating class was doing their clinical clerkship. He was a member of the clinical teaching faculty until his retirement. The award is made on the recommendation of the Department of Medicine. (First award available for the 2003/2004 academic year)

Howard BITTNER Bursary in Dentistry: Bursaries totalling $5,000 are offered by Dr. Howard Bittner to students in the first year of the D.M.D. Program. Dr. Bittner is a local endodontist and UBC Faculty of Dentistry alumnus. (First awards available for the 2004/2005 academic year)

BORDEN Ladner Gervais Research Fellowship: Two fellowships of $10,000 each are offered by the national law firm, Borden Ladner Gervais LLP, to promote excellence in legal scholarship. The awards are offered on the basis of academic excellence to students completing the first year of the LL.B. Program, or an LL.B. combined program, to support participation in Faculty research projects during the summer months. The awards are made on the recommendation of the Faculty of Law. (First awards available for the 2003/2004 academic year)

Herschel H. BOYDSTON, Jr. Memorial Bursary in Forestry: A $1,000 bursary is offered to forestry students in memory of Herschel H. Boydston, Jr. by his family to honour his contributions to forestry and his dedication to education. Herschel was an avid outdoorsman and fly fisherman and a true believer in the balance between nature and development. He believed that education was the key to our future and supported this belief by working with all levels of students and business leaders. The family is continuing Herschel's legacy with this bursary. (First award available for the 2004/2005 academic year)

BROCK Family Award: Awards totalling $500 have been endowed by the Brock Family and their friends for students graduating with a Masters in Archival Studies from the

School of Library, Archival and Information Studies who demonstrate leadership in planning, implementing and promoting the preservation, organization and effective use of society's recorded information and ideas. The awards are made on the recommendation of the School. (First award available for the 2004/2005 academic year)

ENGINEERS' Club Bursary: Bursaries totalling $1,000 have been endowed by the Engineers' Club for students in the first or second year of an engineering program in the Faculty of Applied Science. (First awards available for the 2004/2005 academic year)

Jack EVANS Prize in Accounting: A $350 prize has been endowed through a bequest by Jack Evans for students in the Accounting Option of the Bachelor of Commerce Program The award is made on the recommendation of the Sauder School of Business. (First award available for the 2004/2005 academic year)

FARRIS Entrance Scholarship: A $1,000 scholarship is offered by Farris to a student who has worked in the business sector since completing undergraduate studies and has subsequently returned to university to pursue a legal education. The award is made on the recommendation of the Faculty of Law. (First award available for the 2004/2005 academic year)

FARRIS Scholarship in Law: A $1,000 scholarship is offered by Farris to a student entering third year Law who has achieved high academic standing and has demonstrated leadership through activities in the law school. The award is made on the recommendation of the Faculty of Law. (First award available for the 2004/2005 academic year)

Cortland HULTBERG Memorial Scholarship: Scholarships totalling $650 have been endowed by family, friends, colleagues and students in memory of Cortland Hultberg, who dedicated his life to music. Professor Hultberg taught at UBC for 34 years and had a special talent for engaging and encouraging students. The awards are offered to undergraduate students studying Music, with preference given to choral singing or composition. The awards are made on the recommendation of the School of Music. (First awards available for the 2004/2005 academic year)

Roger KEAY Farm Management Scholarship: Several scholarships of a minimum of $1,000 each have been endowed by the Farm Business Challenges Advisory Committee in memory of Roger Keay for third or fourth year students with a demonstrated interest in agri-business or a related aspect of food and resource economics. The Farm Business Challenges Committee regularly hosted a very successful conference called "Farm Business Challenges" for the agricultural industry and has created this endowment as a legacy of that event and of Roger Keay's contributions to farm business management. The award

is made on the recommendation of the Faculty of Agricultural Sciences. (First awards available for the 2004/2005 academic year)

Peter LOEFFLER Memorial Prize: A $300 prize has been endowed by family, friends, colleagues and students in memory of Peter Loeffler, who dedicated his life to theatre. The award is offered to an undergraduate student majoring in Theatre. The award is made on the recommendation of the Department of Theatre, Film and Creative Writing. (First award available for the 2004/2005 academic year)

Otello P. NOCENTE Memorial Award in Theatre: A $1,500 award is offered by Daniel Nocente in memory of his father for a student studying theatre who has demonstrated exceptional talent. The award is made on the recommendation of the Department of Theatre, Film and Creative Writing and, in the case of graduate students, in consultation with the Faculty of Graduate Studies. (First award available for the 2004/2005 academic year)

Robert F. OSBORNE Memorial Award in Human Kinetics: A $4,000 award has been endowed in memory of Dr. Robert F. Osborne's outstanding service as coach, teacher and administrator during his 33 years as a faculty member at UBC, 27 of them as Director of the School of Physical Education and Recreation. The award is available to undergraduate students entering the final year of the Bachelor of Human Kinetics degree who have exhibited excellence in academics, athletics, and service in sport and recreation. The award is made on the recommendation of the School of Human Kinetics. (First award available for the 2003/2004 academic year)

Teresa TENISCI Memorial Prize: A $300 prize has been established by her husband and endowed by family and friends in memory of Teresa Tenisci (1952-1999) (B.Sc.1974), a long-serving member of the University's management and professional staff. The prize is awarded on the recommendation of the Department of Theatre, Film and Creative Writing to a third or fourth year undergraduate student demonstrating exceptional achievement in the Creative Writing Program. (First award available for the 2004/2005 academic year)

Bonnie Colleen THURSTON Memorial Bursary: Bursaries totalling $1,000 have been endowed by Samuel and Ruth Thurston in memory of their daughter, Dr. Bonnie Thurston, who dedicated her life to the study of Philosophy. Dr. Thurston completed her Ph.D. at UBC and her post-doctoral work at Stanford University, and lectured extensively across Canada. The awards are offered to undergraduate students studying Philosophy. (First awards available for the 2004/2005 academic year)

Robert A. TIPPLE Scholarship in Music: Scholarships totalling $1,250 have been endowed through a bequest by Robert A. Tipple for students in the School of Music who

are specializing in Composition, with preference (when possible) to students whose studies have a particular emphasis on musical composition for the film industry. The awards are made on the recommendation of the School of Music and, in the case of graduate students, in consultation with the Faculty of Graduate Studies. (First awards available for the 2004/2005 academic year)

Dean and Mary TOYE Bursary: Bursaries totalling $1,000 have been endowed by Dean M. Toye (B.Sc.1962) and his wife, Mary, for undergraduate and graduate students in the Department of Chemistry. (First awards available for the 2004/2005 academic year)

Brahm WIESMAN Memorial Scholarship in Community and Regional Planning: A $1,000 scholarship has been endowed by Mrs. Madge Wiesman, and augmented by colleagues, in memory of her husband, Professor Brahm Wiesman, who was the Director of UBC's School of Community and Regional Planning for many years. The award is offered to students in the School for travel abroad to carry out research under the auspices of a university exchange program, with preference to students travelling to China or Southeast Asia. The award is made on the recommendation of the School. (First award available for the 2004/2005 academic year)

WOMEN in Technology Teacher Education Prize: Prizes totalling $625 have been endowed by UBC alumni and friends to provide academic recognition and support for female students majoring in technology studies within the Teacher Education Program, Faculty of Education. The prize was established to encourage an increase in the number of female technology teachers within the B.C. school system. The award is made on the recommendation of the Faculty of Education, with preference to women who have achieved academic excellence as well as career success in the technology field. (First award available for the 2004/2005 academic year)

ZOE Prize in Fine Arts: A $500 prize is offered by Robert Wilson to an undergraduate student in the Department of Art History and Visual Art, with preference to students continuing on to a Master of Fine Arts Program. The award is made on the recommendation of the Department. (First award available for the 2003/2004 academic year)

PREVIOUSLY-APPROVED AWARDS WITH CHANGES IN TERMS OR FUNDING SOURCE

Award 01332 - John C. and Anne J. CLARK Scholarship in U.S. Studies (revised wording): Scholarships totalling $2,600 have been endowed by John C. and Anne J. Clark for undergraduate students entering the third or fourth year in the United States Studies Program. The awards are made on the recommendation of the Faculty of Arts.

How amended? - This new endowed scholarship was originally approved by the UBC Senate on December 17, 2003 as the "John C. Clark Scholarship in U.S. Studies". The donor belatedly decided that he wanted his wife's name included in the title and description and so revised Terms of Reference have been drawn up for approval. The terms of the award remain unchanged.

Award 06330 - Millie and Ralph DRABINSKY Graduate Scholarship in Medicine (revised wording): A $750 scholarship has been endowed by family and friends in honour of Ralph and Millie Drabinsky's fiftieth wedding anniversary. The award is offered to a masters or doctoral student, whose supervisor has a primary appointment in the Faculty of Medicine, undertaking research into the etiology or treatment of Alzheimer's or related neurodegenerative diseases of the central nervous system. No individual will receive support from this fund for more than two consecutive years. The award is made on the recommendation of the Faculty of Medicine in consultation with the Faculty of Graduate Studies.

How amended? - To accommodate a more interdisciplinary approach to Alzheimer's research, the donors have agreed to substitute the words "to a masters or doctoral student, whose supervisor has a primary appointment in the Faculty of Medicine" for the previous wording: "to a masters or doctoral student in the Faculty of Medicine".

Award 00797 - GUICHON Family Award (revised wording): Awards totalling $730 have been endowed by family, friends and colleagues in memory of Lawrence Peter Guichon, one of British Columbia's pioneer cattlemen, who was a recipient of a Doctor of Science degree (honoris causa) from UBC for his life-long dedication to the enhancement of the cattle industry throughout the grasslands of B.C. The award is given to an undergraduate or graduate student with demonstrated leadership qualities who has a defined interest in ecology, sustainability of extensive animal production agriculture, and management of natural grasslands. The award is made on the recommendation of the Faculty of Agricultural Sciences.

How amended? - To accommodate curriculum changes in the Faculty of Agricultural Sciences, the donor has agreed to re-word the penultimate sentence of the description to somewhat broaden the award terms.

Award 06331 - Rafe MAIR Prize in Journalism (revised wording): A $1,000 prize has been endowed by The Jim Pattison Broadcast Group in honour of Rafe Mair. It is awarded to the student in the graduating class of the Master of Journalism Program who has produced the best published work of public service journalism during the degree program. The award is made on the recommendation of the School of Journalism.

How amended? - This award was formerly funded on an annual basis by CKNW which withdrew its support when Mr. Mair left their employ. The prize has now been endowed in perpetuity by The Jim Pattison Broadcast Group. The terms of the award remain unchanged.

Award 06328 - Tim and Ann O'RIORDAN Fellowship (revised wording): A $16,000 fellowship has been endowed by Tim and Ann O'Riordan and The University of British Columbia for a doctoral student involved in research into or the study of sustainable development. Recipients must be Resident or Non-Resident Members of Green College. The award is made on the recommendation of the Faculty of Graduate Studies.

How amended? With the donors' support, the award is now made on the sole recommendation of the Faculty of Graduate Studies rather than in consultation with the Green College admission committee in order to streamline the adjudication process.

Award 02510 - Women's Canadian Club of Vancouver Scholarship in Food, Nutrition and Health (revised wording): A $375 scholarship has been endowed by the Women's Canadian Club of Vancouver for a student entering the fourth year of the Bachelor of Science (Food, Nutrition & Health) Program, based on the recipient's general proficiency in the work of the third year of the program. The award is made on the recommendation of the Faculty of Agricultural Sciences.

How amended? The description has been modified to recognize the melding of the School of Family and Nutritional Sciences into the Faculty of Agricultural Sciences and changes in the credential name.

Appendix H: Candidates for Emeritus Status

FACULTY MEMBERS ELIGIBLE FOR EMERITUS STATUS ~ JUNE 30, 2004

Last Name	First Name	Faculty/Department	Full title
Retirements ~ June 30, 2004			
Acorn	Sonia	School of Nursing	Professor
Bellward	Gail D.	Faculty of Pharmaceutical Sciences	Professor
Cameron	Eugene C.	Nephrology Division	Associate Professor
Carre	Frank Alex	School of Human Kinetics	Associate Professor
Christensen	Carole Pigler	Social Work & Family Studies	Professor
Davies	Michael S	Electrical & Computer Engineering	Professor
Dixon	Glen Thomas	Curriculum Studies	Associate Professor
Hamilton	Stanley W.	The Sauder School of Business	Professor
Hannam	Alan G.	Oral Health Sciences	Professor
Harding	Phillip E	Classical, Near Eastern & Religious St.	Professor
Henning	Hartmut	Cardiology Division	Associate Professor
Hewat	Roberta J W	School of Nursing	Associate Professor
Kraus	Alan D	The Sauder School of Business	Professor
Lavkulich	Leslie M	Faculties of Agricultural Sciences and Graduate Studies	Professor
Manning	Glenville	Department of Anesthesia	Clinical Associate Professor
Maurice	William L	Psychiatry	Associate Professor
Nearing	Joseph	Health Care & Epidemiology	Clinical Assistant Professor
Nelems	Bill	Surgery	Professor
Oloman	Colin Wm	Chemical & Biological Engineering	Professor
Scheffer	John R	Chemistry	Professor
Slakov	Roy	Psychiatry	Clinical Associate Professor
Slaymaker	H. Olav	Geography	Professor
Takashima	Ken-Ichi	Asian Studies	Professor
Tsang	Ian	Medicine	Clinical Professor
Watkinson	A. Paul	Chemical & Biological Engineering	Professor
Yeung	Moira Mowa	Respiratory Medicine Division	Professor

Last Name	First Name	Faculty/Department	Full title
Early Termination Agreements - June 30, 2004			
Blake	Donald E	Political Science	Professor
Dunn	Patrick J	Humanities & Social Science Division	General Librarian
Matson	Richard G	Anthropology & Sociology	Professor
Ziemba	William	Faculty of Commerce & Business Administration	Professor

Last Name	First Name	Faculty/Department	Full title
Resignations reaching age 65 before June 30, 2004			
Bates	Anthony		Program Director