

Academic Council Meeting

Friday, May 6th, 2022; 1:00 pm PDT
Via Microsoft Teams

MINUTES

Attendees:

Maureen Mancuso (Vice-President Academic)

Gelareh Farhadian, Michele Vincenti, George Drazenovic, Kristine McLellan (Chairs)

Jaspal Singh (Delegate of Chair Earnhart)

Nam Le, Salvador Trevino, Penny Farley, Eli Sopow (Faculty Representatives)

Adrian Mitescu (University Librarian and Interim Secretary)

Henrique Gea (Registrar)

Catherine Vertesi (UCW Board of Governors Representative)

Regrets:

Sheldon Levy (UCW President and AC Chair)

Sitora Azimova (Vice President Administration)

Stephanie Chu (Executive Dean)

Larry Earnhart (Chair)

Anne Janousek (Staff Representative)

Absences:

Paul Fontaine (Faculty Representatives)

Gabriel Anaya Issa, Aashna Arya (Student Representatives)

Guests:

Harpreet Ahluwalia (Project Manager, Transfer & Institutional Partnerships)

Amy Hua (Director, Scheduling & Curriculum)

Drea Brake (Manager of Scheduling Services)

Heidi Rolfe (UCW Compliance Officer)

Rebecca Pottruff, Taran Gill (Administrative Support)

Jason Walker (Chair of the Research Ethics Committee)

Mehdi Akhgari (Chair of the Scholarly Activity Committee)

Acknowledgement

We acknowledge that the territories on which UCW and its campuses are situated are the traditional, ancestral and unceded territories of the xʷməθkʷəjəm (Musqueam), Sḵwxwú7mesh (Squamish) and Selilwítlh (Tsleil-Waututh) Nations. We thank them for having cared for this land since time immemorial, honour their graciousness to the students who seek knowledge here, and iterate our dedication to valuing the ongoing contributions of Indigenous peoples and communities.

The meeting was called to order at 1:01 pm PDT.

1. Welcome

M. Mancuso

M. Mancuso welcomed attendees and thanked everyone for joining online. She relayed the regrets of President Levy who was unable to attend. The Council meeting began with a land acknowledgement.

2. Approval of Agenda (document distributed)

M. Mancuso

Motion: To approve agenda as presented

Moved: K. McLellan **Seconded:** E. Sopow

Motion carried unanimously

3. Approval of Minutes (documents distributed)

M. Mancuso

a) Minutes from Academic Council meeting on April 1st, 2022

Motion: To approve meeting minutes of the Academic Council from April 1st, 2022, as presented.

Moved: P. Farley **Seconded:** G. Farhadian

Motion carried unanimously

4. President's Report

M. Mancuso

VPA Mancuso relayed the following points on behalf of President Levy:

- President Levy extended his thanks to all of those who participated in the successful Academic Council retreat which took place April 8th. The results of the discussion had during the retreat form the basis for ongoing discussion in the Council.
- AC members were asked to respond to convocation memo, regarding the two ceremonies occurring on July 14th. Council's participation was stressed as important to the institution and to the students.
- The BC Government held an event consulting with private institutes as one of the constituent groups as a part of the preparation of the Skills Gap Report. UCW will also formulate a written submission for the organizers to capture UCW's input on the subject.

- The BC Government is also conducting a review of the funding formula for public institutions. If the government moves to an outcomes-based funding formula, private institutions may be affected if they are held to the same outcomes-based measures for funding. President Levy will keep the UCW community informed, though this review is focused on the public institutions.

5. Committee Reports (documents distributed)

a) Policy Committee

A. Mitescu

- Update of Policy 2500 – Honorary Degrees and Awards
 - A. Mitescu presented the proposed changes and rationale to Policy 2500 as recommended by the Policies Committee based on consultations with the Board of Governors, the President the VPA, Director of Student Affairs and consultants.
 - Proposed changes to Policy 2500 included:
 - The separation of policy and procedure.
 - The Honorary Degree and Awards Committee composition was changed to include the Vice-President Academic as Chair, one Department Chair, two faculty members (one from AC), the Director of Student Affairs, one representative of staff, one representative of the Board, one student and the AC Secretary (non-voting).
 - The nomination process was updated, wherein the nomination must have two supporters one of which must be internal to the UCW community (faculty staff or student). The committee would then process the nominations, presenting them to Council for a vote (2/3 required).
 - The Council members discussed the vetting process of nominees for honorary degrees and awards. Vetting will include a search of information on public record by the Secretary which will be provided to the Honorary Awards Committee. This process is to ensure that there will be no damage to the reputation of the institution when bestowing the honour upon recipients.

Motion: To approve the changes to Policy 2500 Honorary Degrees and Awards as presented

Moved: E. Sopow **Seconded:** G. Drazenovic

Motion carried unanimously.

b) University Curriculum Council

M. Mancuso

There was no report from the University Curriculum Council held during April.

6. Old Business (documents distributed)

a) Academic Council Evolution

A. Mitescu

- Retreat Summary
 - A. Mitescu presented a summary of the consensus reached at the Academic Council Retreat. Unresolved items were presented for further consideration during this meeting to guide the drafting of revised bylaws.
 - Items of Consensus:

- The roles and responsibilities of AC and its members, in the context of its internal and external environments.
- The change of the name Academic Council to Senate to convey its role in institutional governance, and its deliberative function.
- Reducing the number of meetings and provide more educational opportunities for AC members and UCW community to engage with and understand the AC.

Bylaw Revision: Preliminary Proposal Discussion

- ii. Standing Committees
 - Two different configurations of Standing Committees were proposed to the Council, with an additional proposal of an Indigenous Commitments Committee to be added to either configuration; the latter can be formed at a later stage when the population of UCW can support it.
 - Proposed Committees (no objections or questions from council members)
 1. Academic Planning and Priorities
 2. Bylaws and Policies
 3. Quality Assurance
 4. University Curriculum Committee
 5. Research and Scholarly Activities (+REB)
 6. Honorary Degrees and Awards
 7. Appeals
- iii. Membership of Academic Council
 - A. Mitescu reviewed the current and proposed Academic Council Membership which included removing the Vice-President as a voting member, increasing student representation to four (undergraduate, graduate, and online). The members discussed the number of faculty on council, based on the availability of faculty and the differing workload associated with the standing committees.
 - Based on the discussion, Council recommended proceeding with 12 faculty as representatives on council. The proposal will be made for the next AC meeting using the 12-faculty resulting in 29 total members.
 - Discussion concluded that membership should include the Executive Director of Communications as a non-voting member with speaking privileges.
- iv. Council Meeting Schedule
 - A. Mitescu reviewed the proposal for a modified meeting schedule for the Academic Council which include proposals to reduce the number of meetings (and move them from Friday) and to implement elections for the non ex-officio positions.

7. New Business

a) Honorary Degrees and Awards Committee: Appointments and Terms of Reference **M. Mancuso**
VPA Mancuso presented the updated terms of reference (documents distributed) and the appointments of the Honorary Degree and Awards Committee to Council:

- *Chair (ex-officio): VP Academic: Maureen Mancuso*
- *Two faculty members appointed by the Chair of the Academic Council: Salvador Trevino*
- *One Department Chair (2-year term): Michele Vincenti*
- *One Support Staff from the Academic Council (1-year term): Anne Janousek*
- *One Student member of Academic Council (1-year term): Aashna Arya*
- *Board of Governors Representative: Catherine Vertesi*
- *Director, Student Affairs & Services: Christine Chan*
- *AC Secretary: Adrian Mitescu (non-voting)*

Motion: To approve the Terms of Reference for the Honorary Degrees and Awards Committee as presented.

Moved: *G. Drazenovic* **Seconded:** *G. Farhadian*

Motion carried unanimously

New Partnership Agreements (documents distributed)

b) Universidad de San Buenaventura Cali, Colombia

H. Ahluwalia

H. Ahluwalia proposed a partnership agreement which will create a standard pathway from the Universidad de San Buenaventura Cali into UCW's BCOM degree.

Motion: To Universidad de San Buenaventura Cali, Colombia

Moved: *S. Trevino* **Seconded:** *M. Vincenti*

Motion carried

Item under Advisement for Future Discussion

- Based on discussion regarding international pathways, P. Farley put forward for discussion the status of English language support provided for international students. The removal of the TESOL/ IELTS level requirements for students several years ago was approved on the basis that support would be invested in to provide international students adequate English language support. A report on the status of the services provided by the Writing Coaches program at UCW has been requested.

7. Other Business

No further business.

8. Adjournment

M. Mancuso

Meeting adjourned at 2:17 pm.