

Senate Meeting

Thursday, June 01, 2023; 3:00 pm PDT

Via Microsoft Teams

Meeting Minutes

Attendees:

Sheldon Levy (UCW President and Senate Chair)

Maureen Mancuso (Vice-President Academic)

Stephanie Chu (Executive Dean/AVP Teaching, Learning and Scholarship)

Henrique Gea (Registrar)

George Drazenovic, Michele Vincenti, Gelareh Farhadian, Larry Earnhart, Jill Cummings (Program Chairs)

Nam Le, Alexander Sakharov, Salvador Trevino, Penny Farley, Jason Walker, Mehdi Akhgari, Rushdi

Alsaleh, Noosha Mehdiian, Hamed Taherdoost, Manbo He, Mohsen Saeedi, Jack Smith (Faculty Representatives)

Anna Lee Boulton, Maryam Rostamy (Staff Representatives)

Catherine Vertesi (UCW Board of Governors Representative)

Shweta Shaw, Manik Gupta (Student Representative)

Adrian Mitescu (University Librarian and Senate Secretary)

Saleiha Sharif (Senate Coordinator)

Guests:

Christine Chan (Director of Student Affairs & Services)

Amy Hua (Director, Planning & Budgeting)

Cassie Savoie (Director, Academic Operations & Support Services)

Cherie Chang (Manager of Advising Services)

Heidi Rolfe (Compliance Officer)

Amit Kohli (Research Ethics Board Chair)

Pauric O' Rourke, Kaye Hare (Faculty Member)

Jennifer Wibisono (Communications Specialist)

Absent:

Mamtha Nagaraja (Alumni Representative)

1. Call to Order and Land Acknowledgment

S. Levy

We acknowledge that the territories on which UCW and its campuses are situated are the traditional, ancestral and unceded territories of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish) and Selilwitulh (Tseil-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 3:00 pm PST.

2. Approval of the Agenda

S. Levy

Motion: To approve the agenda as presented.

Moved: S. Chu **Seconded:** A. Sakharov

Motion carried unanimously

3. Approval of Minutes

S. Levy

a) Minutes from the Senate meeting on May 4th, 2023

Motion: To approve Minutes from the Senate meeting on May 04, 2023, as presented.

Moved: A. Sakharov **Seconded:** A.L. Boulton

Motion carried unanimously

4. Business arising from the minutes

[none]

5. President's report

S. Levy

Sheldon updated the members about the application to DQAB to replace the space at West Pender building. Secondly, he brought to attention a paper from the federal government to all public and private institutions regarding ethical behavior of agents towards induction/ admissions of students (document will be circulated in a subsequent meeting). He further mentioned that UCW is working on it to improve the proportion of students and their visas accepted by IRCC.

6. Vice President Academic's report

M. Mancuso

M. Mancuso shared that the next round of interviews has started for recruitment of continuing faculty members. She extended her gratitude to all those faculty members supporting this process. Secondly, she gave an update on the strategic plan which she presented to the Board of Governors the previous week. In the next step all academic units will submit the lists of initiatives and metrics under four strategic directions which will be first presented in Academic Planning and Priorities Committee meeting. Finally, she presented the *UCW Application to Use the Word 'University'* where she explained the purpose of the application and how UCW is meeting the criteria to be named a 'University'. In the next steps the application will be presented to the board on June 23rd and subsequently submitted to DQAB along with the organizational review document. After a lengthy review, DQAB will make a

recommendation to the Minister on our continued use of the word 'University', with a Minister's decision expected in 2024.

7. Registrar's report

H. Gea

H. Gea gave an overview of the enrollment numbers, and status of registrations: 1,500 applications from new students has been approved (for Summer term). The trends are holding in terms of diversity except for a slight increase in the number of applications from India, as discussed in the previous meeting. Regarding the IRCC concerns, he is working with Maureen to come up with a better plan and building strategies to improve the visa approval rate. He also mentioned that UCW convocation will take place on July 20th and 21st.

8. Question period

H. Ahluwalia asked about the visa success rate at UCW; S. Levy responded that is between 55 to 60 percent. Further to this, H. Gea mentioned that currently it showed 59% that is 8% increase from the last year, and we are among the few institutions in terms of good visa submissions. The follow-up questions regarding quality of students, nature of recruitment and IRCC concerns were answered by S. Levy.

9. Committee Reports

a) Academic Planning & Priorities

M. Mancuso

There has been no meeting.

b) Governance and Policies Committee

M. He

M. He mentioned that though the meeting has been conducted and updates in the 5005 and 5006 policy and procedure were presented.

i. 5001 – Program Review

A. Mitescu

A. Mitescu presented the rationale and proposed changes in the existing 5001 - Program Review policy and procedures. Revisions in the policy address the recommendations of the external review panel and VPA summary report for all programs, which will subsequently be presented in the Quality Assurance Committee and then to the Senate. After Senate, VPA Summary reports will be made public on university website. He shared the implementation plan which will be public after getting approved by the Senate meeting.

Motion: To approve the updates to Policy 5001, as presented.

Moved: M. He **Seconded:** G. Farhadian

Motion carried unanimously

ii. Academic Appeals Committee – Terms of Reference

A. Mitescu

A. Mitescu briefly presented the Terms of Reference of Academic Appeals Committee to the committee member. He extended his gratitude to those involved in the preparation of TORs and updates in relevant document. He mentioned the main responsibilities and its membership list. In total there are 10 voting members; the Registrar is the ex-officio member will serve as the chair of the committee, 4 faculty members, 2 department chairs and 3 student representatives. He explained that membership of this committee is driven by the terms of reference for the Academic and Integrity committee. There is an Appeal Panel which will initially hear the appeal by the elected members from the Committee by its Chair. Appeal panel consists of 5 members (4-voting and 1 non-voting member).

Motion: To approve the Terms of Reference of Academic Appeals Committee, as presented.

Moved: *M. He* **Seconded:** *S. Chu*

Motion carried unanimously

c) **Quality Assurance**

A. Mitescu

S. Chu briefed that M. Mancuso has presented the summary reports of BABC and BCOM in the last meeting.

i. VP Academic Summary Report: Bachelor of Commerce

M. Mancuso

M. Mancuso presented the summary report of both degree programs together. She indicated that rigorous cyclical program reviews were started in April 2022, followed by multiple stages self-study reports, external review reports, program responses and VPA Summary Reports. She reported that all external reviewers are largely positive. She further mentioned that the next step the programs are working on applications for renewal of Consent and there will be a subsequent follow-up report every year, where each program will be asked to report on the progress that they have made to the various recommendations and the action items. She mentioned the common themes in all programs; first widespread recognition of the enrollment growth, second the challenging space constraints and lastly the incorporation of more experiential learning work into the curriculum. She presented an overview of the Summary Report, with responses to all the recommendations and timelines for the completion of the actions. In the end, she indicated that Summary Reports are made public on the UCW website after being approved by the Senate.

Motion: To approve the VP Academic Summary Report: Bachelor of Commerce, as presented.

Moved: *M. He* **Seconded:** *S. Chu*

Motion carried unanimously

ii. VP Academic Summary Report: Bachelor of Arts in Business Communication

M. Mancuso

M. Mancuso briefed that other than the themes as discussed in BCom Summary Report, reviewers are supported the notion of public relations specialization and suggested several strategies to improve student retention in the program. She presented the specific responses from the program to recommendations and the timelines outlined in the Summary Report.

Motion: To approve the VP Academic Summary Report: Bachelor of Arts in Business Communication, as presented.

Moved: M. He **Seconded:** G. Farhadian

Motion carried unanimously

d) **University Curriculum Committee** A. Sakharov

A. Sakharov briefed that in the last meeting committee looked for 2 applications for renewal of consent and some major course updates.

i. BCom Application for Renewal of Consent N. Le/ G. Drazenovic

G. Drazenovic gave the introduction on BCom Applications of Renewal of Consent and briefed the members about changes in the program. He expressed appreciation for the work of faculty members involved in the process. N. Le further explained the rationale and process of cyclical review. He briefed the members about updates in core curriculum and specific courses specifically the updates in the requirements for the accounting and business communications specializations.

Motion: To approve BCom Application for Renewal of Consent, as presented.

Moved: J. Walker **Seconded:** G. Farhadian

Motion carried unanimously

ii. BABC Application for Renewal of Consent [N. Mehdian/ G. Drazenovic]

N. Mehdian explained the changes in the major courses and program offerings. She further shared the details of courses with the updates either as core course or electives. She added that department is looking at exploring opportunities for certifications for the students. She further gave the details on the capstone courses and elective courses offered in BABC. A. Mitescu mentioned that UCW has approved all the courses that were included in the package. Further clarified the members that all the changes are not imminent and this version of the program is likely be approved in 2024 after being approved by the Minister of Advanced Education and Future Skills.

Motion: To approve BABC Application for Renewal of Consent, as presented.

Moved: A. Sakharov **Seconded:** A.L. Boulton

Motion carried unanimously

iii. Course Updates (Major Changes):

- a. ENGL 105 - Contemporary Literature: Drama & Narrative N. Mehdian

N. Mehdian briefed the members about updating ENG 100 and ENG 102 as a prerequisite for this course. These changes will be in effect from Fall 2023 program.

Motion: *To approve the major changes in ENGL 105, as presented.*

Moved: *N. Mehdian* **Seconded:** *A. Sakharov*

Motion carried unanimously

- b. MBA Capstone Courses G. Farhadian

G. Farhadian mentioned that that students select the capstone courses before final term and completing the prerequisites. The proposal is that all MBA students must complete 30 credits of core courses in order to be allowed to register for capstone courses. These changes will be in effect from Fall 2023 term. .

Motion: *To approve the major changes in MBA Capstone Courses, as presented.*

Moved: *G. Farhadian* **Seconded:** *A. Sakharov*

Motion carried unanimously

- c. SJCJ 102 - (In)Justice in the Global North
 - d. SJCJ 150 - Indigenous Social Justice
 - e. SJCJ 201 - Social Justice in Action
- } K. Hare

K. Hare presented a brief history of this cluster of courses and explained the updates in the prerequisite and co-requisite courses in the three courses. She presented the rationale for having at least one social justice course (SJCJ 101) as a prerequisite for all three courses. She explained that this course needs to be redeveloped so that education is taking place with indigenous people not about indigenous people.

Motion: *To approve the major changes in the courses SCJC 102, SCJC 150 and SCJC 201, as presented.*

Moved: *A. Sakharov* **Seconded:** *A.L. Boulton*

Motion carried unanimously

- f. HRMT 621 - Human Resource Management in the Global Environment P. O’Rurke

P. O’Rurke proposed changes in the learning outcome (reducing from 10 to 6 and some CLOs are combined). Some updates have been made in assignments, change in textbook and educational resources.

Motion: To approve the major changes in HRMT 621, as presented.

Moved: A. Sakharov **Seconded:** G. Farhadian

Motion carried unanimously

- e) **Research and Scholarly Activities** H. Taherdoost
 H. Taherdoost provided an update on the progress of first iteration of Research Excellence Award and Scholarly Excellence Award, which will be presented to the Senate after finalization.
- f) **Honorary Degrees and Awards Committee** M. Mancuso
 M. Mancuso mentioned that the committee received 10 nominations for the Teaching and Learning Awards Spring 2023 in three different categories. She explained that, due to a lack of sufficient information provided to applicants, the committee decided to extend the deadline so that the nominees can add more information to their applications.

10. Other Business

- a. **Senate Secretariate Updates** A. Mitescu
 A. Mitescu mentioned that one of the student representatives (Udayveer Singh Kanda) of Senate is no longer in good academic standing, therefore the secretariate have declared a vacancy on the Senate for Student Representative. Secondly, a small group in the Governance and Policies Committee is working on organizing Senate Retreat and we would like to ask to save September 28 for this in person meeting. This is an opportunity to celebrate the progress of Senate and M. Mancuso also suggested some topics for the members. Finally, appoint the following senate members to new Standing Committee as well as vacant positions in the Senate Committees. Based on the expressed preferences of the newly appointed members and the needs of the Committee, the following assignments are proposed:

Committee	Representation	Member
University Curriculum	Faculty	Jack Smith
Research and Scholarly Activity	Faculty	Dr. Mohsen Saeedi
Governance and Policies; Honorary Degrees and Awards	Staff	Maryam Rostamy
Academic Appeals	Faculty	Dr. Penny Farley, Dr. Mohsen Saeedi, Dr. Manbo He, Jack Smith
	Chairs	Dr. Gelareh Farhadian, Dr. Jill Cummings
	Students	Manik Gupta, Shweta Shaw

Motion: To approve the appointments of Senate members in the new Standing Committee (Academic Appeals) and vacant positions in the existing Senate committees, as presented.

Moved: A. Mitescu **Seconded:** M. He

Motion carried unanimously**11. In Camera Session**

S. Levy

Motion: To move proceedings of the Senate in camera**Moved:** *S. Chu* **Seconded:** *M. Le***Motion carried unanimously****Motion:** To move the proceedings of the Senate out of camera**Moved:** *J. Cummings* **Seconded:** *A. Mitescu***Motion carried unanimously****11. Adjournment**

S. Levy

Motion: To adjourn the meeting**Moved:** *S. Chu* **Seconded:** *L. Earnhart***Motion carried unanimously***The meeting adjourned at 4:31 pm.*