

Senate Meeting

Thursday, September 07, 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, Gelareh Farhadian, Michele Vincenti, Larry Earnhart, Jill Cummings (Program Chairs)

Nam Le, Alexander Sakharov, Salvador Trevino, Mehdi Akhgari, Rushdi Alsaleh, Noosha Mehdian, Hamed Taherdoost, Manbo He, Mohsen Saeedi, Jack Smith, Nisa Chand (Faculty Representatives)

Anna Lee Boulton, Maryam Rostamy (Staff Representatives)

Catherine Vertesi (UCW Board of Governors Representative)

Adrian Mitescu (University Librarian and Senate Secretary)

Saleiha Sharif (Senate Coordinator)

Guests:

Bashir Makhoul (UCW New President)

Christine Chan (Director of Student Affairs & Services)

Cassie Savoie (Director, Academic Operations & Support Services)

Harpreet Ahluwalia (Director, Curriculum & Quality Assurance)

Cherie Chang (Manager of Advising Services)

Heidi Rolfe (Compliance Officer)

Bradley Fehr (Associate Director Communications)

Amit Kohli (Research Ethics Board Chair)

Marina Candeia (Project Manager, Transfer & Institutional Partnership)

Annette O'Hara (Ombudsperson)

Stewart Fast (Director, Office of Research & Scholarship)

Farnoosh Bagheri, Jamie Molz, Caio Cardoso, Jaspal Singh, Mazyar Zahedi, Amandeep Singh, Anderes

Chinchin (Faculty Member)



Regrets:

Michele Vincenti (Program Chair)

Penny Farley (Faculty Representatives)

Absent:

Gelareh Farhadian (Program Chair)

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 xʷməθkʷəṅəm (Musqueam), Skwxwú7mesh (Squamish) and Selilwitulh (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 3:00 pm PST.

2. Approval of the Agenda

S. Levy

Motion: To approve the agenda, as presented.

Moved: M. Saeedi **Seconded:** A.L. Boulton

Motion carried unanimously

3. Approval of Minutes

S. Levy

- a) Minutes from the Senate meeting on July 6th, 2023

Motion: To approve Minutes from the Senate meeting on July 6th, 2023, as presented.

Moved: M. Akhgari **Seconded:** A. Sakharov

Motion carried unanimously

- b) Minutes from the Senate meeting on August 3rd, 2023

Motion: To approve Minutes from the Senate meeting on August 3rd, 2023, as presented.

Moved: M. Akhgari **Seconded:** A. Sakharov

Motion carried unanimously

4. Business arising from the minutes

[none]

5. President's report

S. Levy

S. Levy formally introduced and welcomed the University's new president, Dr. Bashir Makhoul, who will join UCW in October. S. Levy further invited him to the Senate's Annual Retreat for an opportunity to meet Senate members in person. S. Levy also presented the results of the communications with the Degree Quality Assurance Board, which resulted in an agreement on a temporary cap on UCW enrollment for the next few years. He also mentioned the raising issue of IRCC regarding cap on international students and its associated concern of housing. Lastly, he mentioned that Convocations are also coming at the end of October. Question regarding the implications of new program proposals (e.g., Master in Marketing), was answered by M. Mancuso. She mentioned that a new degree proposal

in the planning stages, and the strategy is to diversify the enrolments across multiple degrees/programs, therefore reducing the pressure in the MBA.

6. Vice President Academic's report

M. Mancuso

M. Mancuso explained the details of confirmation of DQAB about the enrollment cap and gave an update on moving into the new campus (the 'Microsoft building'). A group of faculty was convened and they submitted a written report about the types of classrooms, faculty offices, workspaces, meeting spaces, staff spaces, informal learning spaces, library and other hubs needed for the new campus. Meetings are conducted twice a week to make significant progress on having the building ready for next semester. She further mentioned that DQAB/Ministry of Post-Secondary Education are moving forward on the consideration of our applications for renewal of Consent. She stated that approval of renewal of consent of BABC, BCOM and AA have moved to the next step and now waiting for the comments from public and peer institutions. She acknowledged everyone who participated in the preparation of briefs and documents in this entire process. Lastly, she mentioned that she had an inaugural meeting of the Indigenous Advisory Committee where mandate, roles and responsibilities, future strategies for student engagement and incorporation of indigenous ways of knowledge into the curriculum were discussed.

7. Registrar's report

H. Gea

H. Gea gave an overview of the enrollment numbers for fall, and status of registrations. He mentioned that university is closely monitoring the enrolments, as agreed with the ministry. The Registrar's Office is working with the scheduling, enrollment and academic teams to make sure to address all the concerns and answer all queries received from the students. He further mentioned that the team is working on diversity and continue to diversify our strategies around partnerships and attract more people inside and outside of Canada. University policy regarding extension in taking online classes is inline with the IRCC's latest decision.

8. Question period

[None]

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 on Bylaws was presented.

i. Bylaws update

A. Mitescu

A. Mitescu mentioned that he had already shared the document with changes with the members. He presented the updates in the bylaws especially in the election's appendix. He

mentioned that changes are proposed keeping in view the working of the committees and challenges related to the elections. On important change is in the membership composition of the Senate and increased the faculty representation (from 12 to 14). He further mentioned that it is recommended to change the representation of online student to student at large based on the number of students studying in the university. Another proposed changes involve the addition of a Consent Agenda (and supporting regulations), where written reports are provided from the President, VPA, Registrar and all committees. A new standing Committee on the Library.

Motion: To approve the changes in the Senate Bylaws, as presented.

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

Motion carried unanimously

- c) **Quality Assurance** S. Chu
S. Chu briefed that committee met in July and considered the VPA summary reports for Associate of Arts (AA) and Master of Business Administration (MBA). She appraised the hard work of everybody making it successful.
- d) **University Curriculum Committee** A. Sakharov
A. Sakharov briefed that in the last meeting Master of Business Administration (MBA) application for renewal of consent will be presented and also some major course updates were recommended to present in this meeting.
- i. **Master of Business Administration (MBA) Application for Renewal of Consent** G. Farhadian/ L. Earnhart/M. Vincenti
- L. Earnhart gave the introduction on MBA Application of Renewal of Consent and briefed the members about changes to the program. He expressed appreciation for the work of faculty members involved in the cyclical review process. Per DQAB requirements, this new application is to be submitted at least one year before expiration of Consent or when major changes are made to the program. He further presented the structure of the program with several significant changes: replace tier-based program with a more intuitive term-based program. He further elaborated the details of courses in four (4) terms, the two (2) major tracks i.e., Quantitative track & Leadership/ Marketing track and details of capstone courses. Followup questions regarding terms, electives and specialization are answered by L. Earnhart. He mentioned that the next proposal is offering of three major specializations and associated certifications with those specializations i.e., Business analytics, Artificial Intelligence and Machine Learning Leadership, and Supply Chain. L. Farhadian requested the removal of references to International Institute of Business analytics (IIBA) certification and adding MS Azure & AWS for business analytics specialization. Dr. Earnhart further mentioned that

number of recommendations were received from external review panel as a part of Cyclical Program Review Self-study.

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

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

Motion carried unanimously

ii. Course Updates (Major Changes):

- a. COMM 200 - Communications Theory
 - b. COMM 496 - Contemporary Topics in Communications (replacing COMM 497)
- } C. Cardoso

C. Cardoso presented the major changes the two courses COMM 200 & COMM 496 to the committee members. He mentioned that CLOs for the course COMM 200 was reduced from 11 to 6. Accordingly, course description and course assessment structure were changes. Similarly, he mentioned that course name, code, descriptions, Learning Objectives, and Pre-requisites are modified in the course COMM 496. C. Savoie highlighted that there is a name discrepancy between the syllabus document and the course outline document, so need to correct them.

Motion: To approve the changes in two courses (COMM 200 & COMM 496) as a package, as presented.

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

Motion carried unanimously

- c. OPMT 621 - Supply Chain Management (SCM)
 - d. OPMT 622 - Logistics and Transportation Management
 - e. OPMT 623 - Procurement and Inventory Management
- } M. Zahedi/ F. Bagheri

F. Bagheri presented all three courses and highlighted the main changes mainly includes the language in the course description, course learning outcomes (CLOs) and inclusion of CLOs in the weekly activities/ assessments. He mentioned that these are specialization courses which are designed after consultation from some experts in the industry. L. Earnhart further mentioned that the idea behind development of these new courses is to setup an association with the new demand of the industry.

Motion: To approve the new three courses (OPMT 621, OPMT 622, & OPMT 623) as a package, as presented.

Moved: M. Saeedi **Seconded:** R. Alsaleh

Motion carried unanimously

- f. FNCE 625 - Investment Analysis and Management
 - g. FNCE 627 - Personal Financial Planning
 - h. FNCE 630 – Sustainability and Finance
- } J. Singh/ A.S. Malik

J. Singh presented the changes in elective courses to the committee members. He highlighted the suggested changes to all three courses i.e., revise CLOs, reorganize assessment plan and adding book to FNCE 630. He mentioned that changes are brought into new topics and CLOs just to align better with the new material and assessments. Questions regarding midterm assessment and new introduced topics were answered by A.S. Malik. Some editorial amendments are suggested in the course outline.

Motion: To approve the changes in three courses (FNCE 625, FNCE 627, and FNCE 630) as a package, as presented.

Moved: *M. Saeedi* **Seconded:** *L. Earnhart*

Motion carried unanimously

- e) **Research and Scholarly Activities** H. Taherdoost
H. Taherdoost provided an update on the progress of new 6 research and scholarly activity grants, their application forms, criteria and deadlines.
- f) **Honorary Degrees and Awards Committee** M. Mancuso
M. Mancuso mentioned that the committee considered the nomination for an honorary doctorate as well as applications for Teaching and Learning Awards which will be discussed during In-Camera session.
- g) **Academic Appeals Committee** H. Gea
H. Gea mentioned that the committee received out of which one appeal come up with an outcome whereas two appeals will be reconsidered/ resubmitted to appeals committee due to lack of evidence.

10. Other Business

- a. **Senate Vice-Chair: call for nominations** A. Mitescu
A. Mitescu mentioned that the seat for Senate Vice chair is vacant with Dr Jason Walker's departure and now the position is putting out the call for expression of interest as per bylaws. To put forward a nomination, the voting Senate members are asked to indicate how they will be able to fulfill that particular role; the Senate will vote for the new Vice-Chair at the October meeting.
- b. **New Senate member: Committee Appointments** A. Mitescu

A. Mitescu welcomes the new members of the Senate, Dr. Nisa Chand and her tenure will be for 3 years. She will be the faculty representatives in the same committees where Dr. Walker was member.

Motion: To approve the appointment of Dr. Nisa Chand in Academic Priorities & Planning (APP) Committee and Quality Assurance (QA) Committee.

Moved: *M. Mancuso* **Seconded:** *N. Le*

Motion carried unanimously

11. *In Camera* Session

S. Levy

Motion: To move proceedings of the Senate in camera

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

Motion carried unanimously

Motion: To move the proceedings of the Senate out of camera

Moved: *M. Mancuso* **Seconded:** *M. He*

Motion carried unanimously

11. Adjournment

S. Levy

The meeting adjourned at 4:29 pm.