



Board and Board Committee Meetings
Monday November 25, 2019 and Tuesday November 26, 2019

University
of Victoria

Open Session
Tuesday November 26, 2019
11:00 a.m. – 12:00 p.m.
University Centre, Senate and Board Chambers

DRAFT AGENDA

1. Approval of Agenda

MOTION:

THAT the agenda of the open session of the regular meeting of November 26, 2019 be approved.

2. Approval of Summary Record of the Meeting held September 24, 2019 (attached)

MOTION:

THAT the summary record of the open session of the regular meeting held September 24, 2019 be approved.

3. Business Arising from the Summary Record

4. Chair's Remarks

5. Correspondence

6. President's Report

7. External Relations Update

BOG-Nov26/19-14

CONSENT

8. Finance Committee (Dr. David Zussman)

a. Reporting on Long Term Disability Trust

BOG-Nov26/19-10

9. Operations and Facilities Committee (Ms. Daphne Corbett)

a. New and Revised Awards

BOG-Nov26/19-16

MOTION:

That the Board of Governors approve the new and revised undergraduate and graduate awards set out in the attached document and listed below:

- *Norman M. Lewis Bursary (new)**
- *Vikes Honour Roll Provost Award for Excellence (revised)*
- *Nimrod Hungarian Mobility Award (revised)**

- *Michael Daniska Memorial Bursary (revised)**
- *Leeder Family Memorial Bursary in Economics (revised)**
- *Leeder Family Memorial Bursary in Mathematics (revised)**
- *Rita Perry Hammett Award (revised)**
- *Vikes Recreation Student Leadership Award (revised)**
- *Criswick Bursary in Astronomy (revised)**
- *Alan J. Hodgson Memorial Scholarship in Music (new)**
- *Dr. Hinda Avery Holocaust Studies Scholarship (new)**
- *Vancouver Island Trails Information Society Scholarship (revised)*
- *Promise Bursary (new)*
- *Department of Civil Engineering Graduation Medal (new)*
- *Orca Book Publishers Award in Indigenous Language Revitalization (new)*
- *Gail O’Riordan Memorial Graduate Award for Cello (new)*
- *Van Dusen Graduate Scholarship (revised)*
- *British Columbia Paraplegic Association/Rotary Club of Victoria Scholarship (revised)**
- *Indigenous Health Career Scholarship (revised)*
- *Roy & Marguerite Watson Bursary in Social Work (revised)**
- *Doreen & John Windsor Bursary (revised)**
- *Embassy of Iceland Book Prize (new)*
- *Dr. Hinda Avery Graduate Scholarship in Animal Rights and Law (new)**
- *Dr. Marion Porath Legacy Scholarship in Education (revised)*
- *Henry Poulton Fund (revised)**
- *Edra Ferguson Graduate Scholarship (revised)**
- *Law Foundation of BC Public Interest Award (revised)*
- *“Stand Out From the Crowd” Prize in Physics and Astronomy (revised)*
- *Mandell Pinder LLP Indigenous Law Scholar Award (new)*
- *Lambert Joseph Schill Award (new)**
- *Beatrice Patriquin Scholarship (new)**
- *David McGillivray Scholarship in Chemistry (new)**
- *University of Victoria Youth in Care Award (revised)*
- *25th Olympiad Scholarship (revised)*
- *Blakes Scholars Award (revised)*
- *Canadian National Scholarship (revised)**
- *Drs. Douglas & Anathalie Taylor Lee Memorial Award (revised)**
- *Henry & Marian Thiel International Business Award (revised)**
- *Orca Book Publishers Student Mobility Award in Teacher Education (new)*
- *Wilson S.C. Lai Scholarship (revised)*
- *Harper Scholarship in History (revised)**
- *Robertson Wiens Mathematics Bursary (new)**
- *Engineers & Geoscientists BC Municipal Engineers Division Award (new)*
- *All Our Relations Award (revised)*
- *30 by 30 Women in Engineering Award (new)*
- *Mansell-McLellan Entrance Scholarship (revised)**
- *Marion Ricker Memorial Scholarship in Nursing (revised)**

- *Open Graduate Scholarship* (new)*
- *Ted and Helen Hughes Entrance Award (new)*
- *Oliver Prentice Memorial - Saanich Rotary Scholarship* (revised)*
- *John Money Memorial Prize in British History (new)*
- *One Heart for Reconciliation Award* (new)*
- *Clark Wilson Recruitment Inclusion Award (new)*
- *Stó:lō Legacy Scholarship (revised)*
- *Pemberton Holmes Award in Honour of Davine Burton* (revised)*
- *Indigenous Engineering and Computer Science Entrance Scholarship (new)*
- *Women in Engineering and Computer Science Entrance Scholarship (new)*
- *Dave Ian Dunnet Music Education Scholarship* (revised)*
- *Chris Markoff Memorial Award (revised)*
- *Takao Tanabe Undergraduate Award in Visual Arts (new)*
- *Takao Tanabe Graduate Award in Visual Arts (new)*

**Administered by the University of Victoria Foundation*

b. Proposal to Change the Secondary Post-Degree Professional Program (Diploma) to a Bachelor of Education Degree Program BOG-Nov26/19-02

MOTION:

THAT the Board of Governors approve the proposal to change the Secondary Post-Degree Professional Program (Diploma) to a Bachelor of Education Degree Program, as described in the memorandum dated March 14, 2019.

c. Due Diligence Report – Facilities Management BOG-Nov26/19-09

d. Status Report on Capital Projects BOG-Nov26/19-08a

10. Executive and Governance (Ms. Beverly Van Ruyven)

a. Appointments to the Joint Senate Board Retreat Committee

MOTION:

THAT the Board of Governors appoint Merle Alexander, Isabella Lee, and Carolyn Thoms to the Joint Senate Board Retreat Committee for 2019-2020.

Pro Forma Motion: *THAT the above items be approved by the Board of Governors by consent.*

REGULAR

11. Finance Committee (Dr. David Zussman)

a. Responsible Investment – Stakeholder Consultation BOG-Nov26/19-12a

12. Operations and Facilities Committee (Ms. Daphne Corbett)

a. 2019/20 Enrolment Analysis Report

BOG-Nov26/19-03

b. Report on Student Financial Aid 2018-19

BOG-Nov26/19-17

13. Executive and Governance Committee (Ms. Beverly Van Ruyven)

a. Proposed Changes in Procedures of the Board 2019/20

BOG-Nov26/19-20

MOTION:

THAT the Board of Governors approve the revised Board Procedures, as attached, for the year 2019/20.

14. Other Business

- a) Review of action items identified
- b) Any other business

Adjournment



Board and Board Committee Meetings
Monday September 23 and Tuesday September 24, 2019

University
of Victoria

Open Session

Tuesday September 24, 2019 2:00 p.m.

Senate and Board Chambers, University Centre

DRAFT SUMMARY RECORD

Present: Ms. Beverly Van Ruyven (Chair), Mr. Rizwan Bashir, Dr. Elizabeth Borycki, Dr. Marilyn Callahan, Prof. Jamie Cassels, Dr. Peter Driessen, Ms. Isabella Lee, Ms. Cathy McIntyre, Ms. Eslam Mehina, Ms. Shelagh Rogers, Ms. Carolyn Thoms, Ms. Carrie Andersen (Secretary)

By Ms. Carmen Charette, Dr. Lisa Kalynchuk, Dr. Valerie Kuehne, Ms. Gayle Gorrill,

Invitation: Ms. Kimberley Kennard (Board Coordinator)

Regrets: Mr. Merle Alexander, Ms. Daphne Corbett, Dr. David Zussman

1. Approval of Agenda

MOTION: (M. Callahan/E. Mehina)

THAT the agenda of the open session of the regular meeting of September 24, 2019 be approved.

CARRIED

2. Approval of Summary Record of the Meeting held June 24, 2019

MOTION: (C. McIntyre/E. Mehina)

THAT the summary record of the open session of the regular meeting held June 24, 2019 be approved.

CARRIED

3. Business Arising from the Summary Record

There was none.

4. Chair's Remarks

The Chair welcomed the students in the gallery to the Open Session.

5. Correspondence

Ms. Van Ruyven thanked the UVSS/Divest UVic students for the letter submitted and stated that there would be an update on responsible investment provided in the report from the Finance Committee.

6. President's Report

Prof. Cassels thanked the Board members who attended the annual Vikes Championship Breakfast.

Prof. Cassels expressed his deep sense of sorrow following the bus accident involving students who were traveling to the Bamfield Marine Science Centre on Friday, September 13. Prof. Cassels provided information regarding immediate responses and ongoing supports for students.

Prof. Cassels commented on the orientation activities to welcome new students, faculty and staff to the university community. He said that progress was being made on the new student wellness centre and that the student housing and dining project was on schedule.

Royal Society of Canada

The Royal Society of Canada and its Members have elected this year's new Fellows, and named the incoming class of The College of New Scholars, Artists and Scientists. 4 of the members are from UVic:

Dr. Robert Gifford (Psychology) - Fellowship

Dr. James Tanaka (Psychology) - Fellowship

Dr. Rachel Cleves (History) - College of New Scholars, Artists and Scientists

Dr. Chris Darimont (Geography) - College of New Scholars, Artists and Scientists

2019 Vanier Scholarships

Reanne Booker (Nursing PhD Student) will receive a 2019 Vanier Scholarship, which is valued at \$50,000 per year for three years during doctoral studies.

STARS Gold Sustainability Standard

UVic is once again rated as one of North America's most sustainable universities and tied for fourth place in the Air and Climate ranking with a score of 96.2 percent.

There were no questions for Prof. Cassels.

7. External Relations Update

BOG-Sept24/19-26

Carmen Charette, Vice-President External Relations provided highlights of the report. She commented on upcoming events and noted that there will be a new uvic.ca central website launch in 2020.

CONSENT

- 8. Audit Committee (Ms. Cathy McIntyre)**
- a. PSAS Budget Approval and Government Reporting Entity Quarterly Reports – Period Ending June 30, 2019** BOG-Sept24/19-20
- MOTION:**
THAT the Board of Governors approve the budget prepared for inclusion in the reporting on the 2019/20 University of Victoria Consolidated financial statements in accordance with the Public Sector Accounting Standards, as per Schedule A.
- 9. Finance Committee (Ms. Beverly Van Ruyven for Dr. David Zussman)**
- a. Short Term Investment Report – to June 30, 2019** BOG-Sept24/19-08
- 10. Operations and Facilities Committee (Ms. Beverly Van Ruyven for Ms. Daphne Corbett)**
- a. Status Report on Capital Projects** BOG-Sept24/19-10a
- Pro Forma Motion:* (C. Thoms/P. Driessen)
THAT the above items be approved by the Board of Governors by consent.
- CARRIED**

REGULAR

- 11. Finance Committee (Ms. Beverly Van Ruyven for Dr. David Zussman)**
- a. 2019/20 Budget Expenditure Allocation Report** BOG-Sept24/19-06
- Ms. Van Ruyven introduced the report, which was prepared to provide detailed information on the implementation of the 2019/20 budget framework.
- Ms. Van Ruyven noted that budget assumptions are brought to the Board annually in November. In advance of discussion at that meeting, Gayle Gorrill, Vice-President Finance and Operations commented on preliminary planning with respect to international student tuition fees. She reminded Board members that three years ago, a process began to adjust international tuition fees. That process was now complete. It was expected that proposed tuition increases for international undergraduate students for 2020/21 would be tied to inflation.
- There were no questions for Ms. Van Ruyven.

b. Reclassification of International Tuition Fees for Indigenous Students from the United States

BOG-Sept24/19-30

Ms. Van Ruyven introduced the item and commented that this proposal is part of the work to honour the Truth and Reconciliation Commission's Calls to Action. The proposal would result in domestic tuition fees being charged to international Indigenous students whose ancestral lands cross the Canadian/US border, and children of Canadian Indigenous children who were adopted internationally in the Sixties Scoop.

MOTION: (S. Rogers/C. McIntyre)

THAT the Board of Governors approve the proposed additions to the "Regulations for Tuition Fees for Graduate Programs" and "Undergraduate Tuition and Other Fees" sections and that these revisions be published in the January 2020 editions of both the Graduate and Undergraduate Academic Calendars.

CARRIED

c. Responsible Investment Update

BOG-Sept24/19-24a

Ms. Van Ruyven stated that the Board is committed to reviewing the university's approach to socially responsible investing. At the committee meeting on September 23, the Board held the first of two education sessions that the Board requested so that members could be informed as to best practices in responsible investing before making decisions on how to move forward. This session was with a representative from the Shareholder Association for Research and Education (SHARE). Ms. Van Ruyven commented on the content of the presentation, including the role that responsible investment plays in a sustainable, inclusive and productive economy; why a university would adopt a responsible investment policy; and strategies and options to engage in responsible investment.

Ms. Van Ruyven said that, in addition to the education session, Board members had an opportunity to discuss the correspondence received from the UVSS/Divest UVic. It also received an update on the activities underway with management and student representatives, as well as an update on discussions underway within the UVic Foundation.

Ms. Van Ruyven reported that the Board agrees that this is an extremely important issue. The Board, however, also recognizes that this is a very complex issue and that it is important to take the time to fully understand the issue and make the right decisions for the long term. She said the Board plans to continue to carefully consider this important issue and outlined some next steps. These included a further education session, continued review of the university's policies, reports from management regarding institutional activities and initiatives, and ongoing dialogue with the UVic Foundation.

Ms. McIntyre spoke of the value of the session provided to the Board members.
Ms. Lee joined the meeting.

Dr. Driessen stated that the session was very informative. He had read the letter submitted by the students and felt the Board needed to take the appropriate amount of time to be educated in order to make the best decision.

Ms. Lee thanked everyone for attending the Open Session. She stated that the Board heard what the students were saying and agreed it was important to move quickly.

Ms. Mehina stated she appreciated the well-written letter from the students. She reflected on her learnings since joining the Board, and said it was important for the Board to learn about the impact of investment.

12. Operations and Facilities Committee (Ms. Beverly Van Ruyven for Ms. Daphne Corbett)

a. Strategic Framework Implementation Report BOG-Sept24/19-32

Ms. Van Ruyven noted that this is the first annual report to the Board on the implementation of the Strategic Framework. She invited Tony Eder, Executive Director Academic Resource Planning to present the report.

Mr. Eder provided an overview on the Strategic Framework and the progress that had been made in the past year.

There were no questions for Mr. Eder.

b. Annual Academic Staffing, Recruitment and Vacancies Report BOG-Sept24/19-04

Ms. Van Ruyven introduced the report. There was no discussion.

c. Equity and Human Rights Annual Report BOG-Sept24/19-29

Ms. Van Ruyven noted that the annual report informs the Board of Governors, the Executive Council and the university community of the annual activities of the Equity and Human Rights Office and responds to the legislative requirement that the university president report to the governing body on the implementation of the post-secondary institution's sexual misconduct policy.

13. Executive and Governance Committee (Ms. Beverly Van Ruyven)

a. Procedures of the Board 2019/20 BOG-Sept24/19-03

Ms. Van Ruyven stated that the Procedures of the Board were informed by the annual evaluation conducted in June. There were no proposed changes.

MOTION: (M. Callahan/C. Thoms)

THAT the Board of Governors approve the Board Procedures, as attached, for the year 2019/20 and the Statement of Responsibilities of the Board of Governors and its Members.

CARRIED

14. Other Business

- a) Review of action items identified
There were no action items.

Adjournment

There being no other business, the meeting adjourned at 2:37 p.m.



University
of Victoria

SUBMISSION TO THE UVIC BOARD OF GOVERNORS

FOR INFORMATION

November 13, 2019

To: Board of Governors
From: Carmen Charette, Vice-President External Relations
cc: President and Vice-Chancellor
Meeting Date: November 26, 2019
Subject: **External Relations Update**

A handwritten signature in black ink, appearing to read 'C. Charette'.

In support of UVic's Strategic Framework, External Relations connects UVic and the world around it by building relationships, resources and community to enhance the UVic Edge and our university's reputation. The following report provides an update on our activities in:

- Communicating the UVic mission and story
- Building meaningful partnerships
- Fostering a culture of philanthropy
- Celebrating success and excellence
- Enhancing community through cultural and other activities

COMMUNICATING THE UVIC MISSION AND STORY

The following activities relate to the priorities of *Sharpening Our Edge*, 2018-21, the university's institutional communications and marketing plan.

Supporting communications for university initiatives

uvic.ca rebuild: Several dimensions of the uvic.ca rebuild project are approaching completion and are now going through review with stakeholders. This includes the prototypes for all of the major elements of the completely new integrated central site (homepage, undergraduate admissions, graduate admissions, students, and faculty and staff). Major visual design work is finished, photography is being collected and the styling that will be employed is being tweaked. Draft content has also been and is now out with campus

subject matter experts for review and feedback. Work with campus partners such as Facilities Management and Geography on specialized elements such as improved campus mapping is continuing.

The final stage of building the site out in UVic's content management system (Cascade) is also now in full swing. In consultation with the Registrar's Office, July 2020 has now been selected as the target date for launch of the new site in order to align with the university's recruitment and admissions cycles. Previews of significant portions of the new website – starting with the Faculty and Staff section – will begin in the spring.

Planning and prioritization of the rollout of the redesign at the unit level is underway. Consultations and the discovery phase of a new website for the Faculty of Graduate Studies have begun. The FGS project will serve as a pilot for ongoing website development across campus.

Providing internal supports

UVic Ambassador Toolkit: Launch of Phase 1 of a toolkit for those representing UVic locally, nationally or internationally is targeted for January 2020. It will include presentation templates, key facts and figures, and advice for use in meetings, or at conferences and other events. One of the components, an introductory video for meetings and presentations, is complete and was used for the President's trip to Australia this fall. It will be available to the rest of the campus as part of the Toolkit.

Department & Unit Implementation Team (DU-IT) 2.0: This project is underway and will pick up momentum with the arrival of a Strategic Communications Officer. The officer will be instrumental in ensuring that the work of DU-IT and the rollout of the uvic.ca rebuild are tightly coordinated at the unit level. The goal of DU-IT 2.0 is to systematically support each major department, function and unit in developing or evolving its unique Edge narrative in a way that supports the Strategic Framework and other priority plans (e.g. Strategic Research, International, Indigenous, SEM, etc.). Individual unit personalities will be expressed through the unique stories, experiences and activities.

New Social Media Coordinator: We are doubling our central social media capacity with the recent addition of a new coordinator. This recognizes the importance of the university's social media presence and will provide for more direct support to units on campus as well as allowing for more strategic approaches and analytics centrally.

Building profile and presence

Brand advertising: The [2019-20 Reputation Campaign](#) launched October 8 with the Engineering/Alumna theme. The second of four ads (ocean/climate theme) ran the last half of October. The oceans/coastal resilience theme launched November 6, and the final theme, work-integrated learning, launched on November 20. The campaign which is running in print, online, digitally and on social media as well as at YVR, is focused on the Lower Mainland and targets those who influence student perceptions of institutional excellence in order to position UVic as a university of choice for more high-performing students from that area.

An engineering-specific recruitment ad campaign launched on October 31, aligned with recruitment efforts and visits. It is aimed directly at prospective Engineering students in target areas of BC, Alberta and Ontario and carries key messages that focus on UVic Engineering's competitive advantages: co-op opportunities, competitive student teams, and careers where you can change the world. It will run on YouTube, Facebook and Instagram and include social video.

Media presence: Our approach to building a stronger media presence for UVic is driven by a strategic focus on the national and Lower Mainland markets and areas of institutional research leadership.

- Total UVic coverage in all media of nearly 14,000 stories (10,500 stories if we remove the tragic bus accident stories), with a total audience reach of nearly 1 billion. This is up from 9,400 stories and a reach of 551 million in the previous six months. Removing the bus accident stories results in an overall increase of 1,100 stories over the previous six months.
- Coverage includes international outlets such as The Guardian, New York Times, BBC News, NPR, CNN, Time and National Geographic magazines; national outlets such as the CBC, CTV, Global, Globe and Mail, Toronto Star and Ottawa Citizen; and regional outlets such as the Vancouver Sun, CBC Vancouver, and Business in Vancouver;
- The first half of fiscal 2019-20 also saw 430 stories in targeted national media (audience reach of 91 million) and 353 stories (audience reach 45 million) across targeted media outlets in the Lower Mainland; and
- UVic tied for third in share of national voice against an aspirational set of six competitor universities who are located in major media centres and/or house medical schools.

Strengthening connections and engagement with community

Community Report: The fall edition of the twice-annual *Community Report* ran in the *Times Colonist* this month. Its goal is to engender community members' pride in their university as well as to build awareness of UVic's world class contributions on issues that matter to people, places and the planet. The anchor story focused on UVic's solid carbon research project (PICS/ONC/Engineering) to capture and permanently store atmospheric carbon as a mineral in basalt. Additional stories included local-international collaboration on food sovereignty and student convocation profiles.

Annual Review: Development has begun on the *2020 Annual Review*. It serves as a positioning publication that builds awareness of UVic's impact in areas that differentiate us from other institutions. Story and photo input is being gathered from multiple sources including the 2019-20 reputational marketing campaign, the year-end "top 10 stories of 2019" media roundup, story highlights from publications like *The Ring* and *KnowLEDGE*, performance proof points and other compelling photography taken over the past year.

Speakers Bureau: This year's UVic Speakers Bureau season is off to a strong start with 220 community talks by UVic faculty, graduate students, staff and retirees booked as of October 31, the end of the first two months of the program. This follows on two record-breaking years which saw the Bureau top the 600 talks mark for the first time in its 39-year history. UVic continues to offer the only university-wide speakers bureau in the country.

BUILDING MEANINGFUL PARTNERSHIPS

Community Activities

- Chancellor Shelagh Rogers participated in Carey Newman's Witness Blanket event that took place on November 7. This event was a partnership between the Canadian Museum of Human Rights, Pacific Opera Victoria and UVic. Dr. Lisa Kalynchuk announced the new UVic Impact Chair in Indigenous Art Practices at this event.
- Chancellor Rogers represented the university at the Remembrance Day wreath laying ceremony on November 11 at the Victoria Cenotaph as well as the November 15 Installation ceremony for VIU President, Dr. Deborah Saucier.

- President Jamie Cassels was a panel participant at the South Island Prosperity Partnership Future of Education event held at UVic on November 19.

Federal Government Activities

- Justin Trudeau and the Liberals were elected with a minority government on October 21st.
 - Victoria City Councillor, Laurel Collins, was elected MP for the NDP in Victoria, filling the vacancy left by the retirement of Murray Rankin.
 - Saanich MP and Green Party of Canada Leader, Elizabeth May, was elected for a third term in Saanich-Gulf Islands.
 - UVic alumni Patty Hajdu, Carla Qualtrough and Jody Wilson-Raybould were re-elected as MPs in their respective ridings.
- Innovation, Science and Economic Development Deputy Minister, Simon Kennedy, met with President Jamie Cassels and Vice-President Research, Lisa Kalynchuk, on October 16.

Provincial Government Activities:

- In collaboration with the BC Government's Intergovernmental Relations Secretariat, and Global Affairs Canada, UVic hosted nearly 60 Ambassadors, High Commissioners and Consuls General from nearly 50 nations across the globe. President Jamie Cassels welcomed the group to campus on September 30. Attendees learned about the Faculty of Law, JD/JID Program, the School of Earth and Ocean Sciences, Ocean Networks Canada, the Institute for Integrated Energy Systems, the Pacific Institute for Climate Solutions and the Pacific Climate Impacts Consortium.
- The Legislature resumed on October 7th for its Fall sitting which is expected to run until November 28th.

FOSTERING A CULTURE OF PHILANTHROPY

As of October 30th 2019, \$8.2 million has been raised from 2,611 donors, on a goal of \$18 million from 4,950 donors in the 2019-2020 fiscal year.

Alumni Survey: The survey, which was released on October 11, closed on November 11. Results will be used to manage future Alumni and Annual Giving programming as well as to inform faculties of past student satisfaction.

Alumni Events:

- an alumni and friends event occurred in Calgary on November 5 and featured UVic alumnus and journalism professor Sean Holman. The theme was post-election talk.
- a reception for Vikes Alumni will take place on November 29 at the "Victoria Invitational," an eight team NCAA Division 1 women's basketball tournament held at UVic; and
- focus groups of Law Alumni from Vancouver and Victoria (November and January) to help drive formation of the Dean's Alumni Advisory Council.

Student Calling Program: This year, 25 passionate student fundraisers have been hired and early reports show that results for this October will surpass last October.

Giving Tuesday Campaign: Planning is well underway for the December 3 event. The honorary chair, Jim Dunsdon, Associate Vice-President, Student Affairs, has asked each faculty to select a student-focused priority fund to promote and support.

CELEBRATING SUCCESS AND EXCELLENCE

Alumni Relations: There were 25 successful alumni gatherings in September and October that brought together more than 1676 alumni.

Ceremonies:

- Ceremonies organized the annual REACH Awards that occurred on October 10 and honoured the extraordinary teachers and researchers who lead the way in dynamic learning and make a vital impact at UVic, in the classroom and beyond.
- Chancellor Shelagh Rogers presided over the Fall Convocation ceremonies recognizing the achievements of over 1400 graduating students. UVic honoured two honorary degree recipients: Kimahli Powell, an extraordinary human rights advocate on November 12 at 2:30 pm; and Martine Rothblatt, a technologist, entrepreneur, lawyer, author and leader in communications, aerospace, pharmaceuticals, biotechnology and bioethics on November 13 at 10:00 am.
- The Ceremonies team also assisted with a number of community and government events on campus and in the community including:
 - English Language Centre's Delegates Event (U.S. International Education Association) – October 30
 - VP Campus Update – November 18
 - Long Service Recognition Reception – November 20
 - Chancellor's Volunteer Reception – November 26

ENHANCING COMMUNITY THROUGH CULTURAL AND OTHER ACTIVITIES

Legacy Art Galleries

Legacy's fall exhibitions work to engage community and campus audiences while providing intensive educational opportunities for students and recent graduates.

- ***We Carry Our Ancestors: Cedar, Baskets and Our Relationships with the Land*** is curated by 2018-19 BC Arts Council intern, Lorilee Wastasecoot (BA'17), who employed community-engaged practices to research baskets from the UVic collection. Elementary school tours are booked solidly through its run. Closing celebration and curator's tour will occur on **Saturday, December 7 at 2 pm.**
- ***Urban Regalia: Contemporary Fashion by Sugiit Lukxs Designs*** is curated by the Legacy Chair in Modern and Contemporary Arts of the Pacific Northwest and Associate Professor of Art History and Visual Studies, Dr. Carolyn Butler Palmer, in consultation with Yolonda Skelton.
- On Campus ***Object Biographies: Artists' Lives through their Archives*** is an exhibition curated by Legacy's Young Canada Works Intern, Bradley Clements (MA'18), which brings together materials from UVic's Special Collections and University Archives with artwork from Legacy Art Galleries to explore the relationship between artists' lives and practice.

Legacy has just received notice of receiving funding for a 2019-20 BC Arts Council Internship. Recent UVic graduate, Amy Smith (BA'18), will use this position to do an intensive research project working with UVic faculty across disciplines to explore opportunities to meet some of their curricular needs using programs centered around the art collection.

Farquhar Auditorium

The Farquhar at UVic participated in a highly successful SUB Orientation Week to promote the coming season of performances and to recruit student casual workers for Front of House.

The Farquhar has welcomed 15 additional Victoria Symphony concerts and a large number of the Symphony's rehearsals. We are working closely with the Symphony to ensure a smooth transition for both the artists and audiences.

Significant performances at the Farquhar at UVic to note include:

- Diwali – November 2
- Just for Laughs with Rick Mercer – November 16
- Banff Mountain Film Festival – November 24
- Rebel Women of Mathematics – December 4
- Victoria Symphony Messiah – December 20 and 22
- Victoria Symphony Christmas Concert – December 21
- Victoria Symphony Viennese New Years – January 1
- Hell Yeah! An Evening with the Devil – January 17
- International Guitar Night – January 26



University
of Victoria

SUBMISSION TO THE UVIC BOARD OF GOVERNORS

November 08, 2019

FOR ADVICE

To: FINANCE COMMITTEE

From: VICE-PRESIDENT FINANCE AND OPERATIONS

cc: President and Vice-Chancellor

Meeting Date: November 26, 2019

Subject: REPORTING ON LONG TERM DISABILITY TRUST

A handwritten signature in black ink, appearing to read "G. Hill".

Basis for Jurisdiction: Committee's Terms of Reference 6.8

Strategic Relevance:

Strategy 1.1

One of the priorities of the strategic framework is to cultivate an extraordinary environment, which is achieved through a diverse workforce of exceptionally talented faculty and staff. Part of attracting and retaining faculty and staff is a strong benefits package, which includes a Long Term Disability plan. As such, good governance of the Long Term Disability plan is critical.

For the Board's Consideration:

In January 2019 the Board of Governors approved changes to the Long Term Disability Trust Agreement. Management would like to confirm with the Board of Governors that regular reporting to the Board of Governors is not required.

Background:

In January of this year, changes to Long Term Disability Trust Agreement were brought to the Board for approval. The most significant change was to change trustee composition such that 50% of Trustees could be selected through regular elections by plan members or nominations by employee groups, similar to the process used by the pension plan for faculty and administrative and academic professional staff.

As a result of the changes in composition and selection of the Trustees, the Office of the Auditor General agreed with management that for accounting purposes, the Trust was no longer controlled by the university and accordingly was not required to be consolidated in the financial statements of the university. This was in effect starting with the financial statements for the year ended March 31, 2019.

The Trust agreement states that the Board of Governors may require that the Trust provide copies of the financial statement or other reporting. Given that all of the contributions to the Trust are made by employees, with no requirement for employer contributions, and that the university does not control the Trust, management does not think that the Board of Governors would require financial or other regular reporting. Note that the Board of Governors does appoint three Trustees (currently Kane Kilbey, Chair, Janice Johnson, Executive Director Financial Services, and Tricia Marck, Dean HSD). Also of note, the Trustees publish an annual report that summarizes the general and financial health of the LTD plan. The 2018/19 annual report is publicly available at: <https://www.uvic.ca/hr/health-wellness/return-to-work/long-term-disability/2019-annual-report.pdf>



University
of Victoria

SUBMISSION TO THE UVIC BOARD OF GOVERNORS

FOR DECISION

November 14, 2019

To: Operations and Facilities Committee

From: Valerie S. Kuehne, Vice-President Academic and Provost

cc: President and Vice-Chancellor

Meeting Date: November 26, 2019

Subject: New and Revised Awards

Basis for Jurisdiction: University Act, 27 (2)(k)
Strategic Framework, Strategy 1.1
Senate meetings on Oct. 8 and Nov. 1, 2019

A handwritten signature in blue ink that reads "Valerie S. Kuehne".

Strategic Relevance:

The attached new and revised awards support Strategy 1.1 of the Strategic Framework and our student recruitment and retention strategies. They provide competitive scholarships and enable the university to continue to attract, recruit and retain a diverse community of outstanding students.

Previous Consultation:

The attached awards were reviewed by the Senate Committee on Awards and recommended for approval to Senate. At its Oct. 8 and Nov. 1, 2019 meetings, Senate approved the awards and recommend their approval by the Board of Governors.



Recommendation:

That the Operations and Facilities Committee recommend to the Board of Governors that the Board of Governors approve the new and revised undergraduate and graduate awards set out in the attached document and listed below:

- Norman M. Lewis Bursary (new)*
- Vikes Honour Roll Provost Award for Excellence (revised)
- Nimrod Hungarian Mobility Award (revised)*
- Michael Daniska Memorial Bursary (revised)*
- Leeder Family Memorial Bursary in Economics (revised)*
- Leeder Family Memorial Bursary in Mathematics (revised)*
- Rita Perry Hammett Award (revised)*
- Vikes Recreation Student Leadership Award (revised)*
- Criswick Bursary in Astronomy (revised)*
- Alan J. Hodgson Memorial Scholarship in Music (new)*
- Dr. Hinda Avery Holocaust Studies Scholarship (new)*
- Vancouver Island Trails Information Society Scholarship (revised)
- Promise Bursary (new)
- Department of Civil Engineering Graduation Medal (new)
- Orca Book Publishers Award in Indigenous Language Revitalization (new)
- Gail O’Riordan Memorial Graduate Award for Cello (new)
- Van Dusen Graduate Scholarship (revised)
- British Columbia Paraplegic Association/Rotary Club of Victoria Scholarship (revised)*
- Indigenous Health Career Scholarship (revised)
- Roy & Marguerite Watson Bursary in Social Work (revised)*
- Doreen & John Windsor Bursary (revised)*
- Embassy of Iceland Book Prize (new)
- Dr. Hinda Avery Graduate Scholarship in Animal Rights and Law (new)*
- Dr. Marion Porath Legacy Scholarship in Education (revised)
- Henry Poulton Fund (revised)*
- Edra Ferguson Graduate Scholarship (revised)*
- Law Foundation of BC Public Interest Award (revised)
- “Stand Out From the Crowd” Prize in Physics and Astronomy (revised)
- Mandell Pinder LLP Indigenous Law Scholar Award (new)
- Lambert Joseph Schill Award (new)*
- Beatrice Patriquin Scholarship (new)*
- David McGillivray Scholarship in Chemistry (new)*
- University of Victoria Youth in Care Award (revised)
- 25th Olympiad Scholarship (revised)
- Blakes Scholars Award (revised)
- Canadian National Scholarship (revised)*
- Drs. Douglas & Anathalie Taylor Lee Memorial Award (revised)*
- Henry & Marian Thiel International Business Award (revised)*

- Orca Book Publishers Student Mobility Award in Teacher Education (new)
- Wilson S.C. Lai Scholarship (revised)
- Harper Scholarship in History (revised)*
- Robertson Wiens Mathematics Bursary (new)*
- Engineers & Geoscientists BC Municipal Engineers Division Award (new)
- All Our Relations Award (revised)
- 30 by 30 Women in Engineering Award (new)
- Mansell-McLellan Entrance Scholarship (revised)*
- Marion Ricker Memorial Scholarship in Nursing (revised)*
- Open Graduate Scholarship* (new)
- Ted and Helen Hughes Entrance Award (new)
- Oliver Prentice Memorial - Saanich Rotary Scholarship* (revised)
- John Money Memorial Prize in British History (new)
- One Heart for Reconciliation Award* (new)
- Clark Wilson Recruitment Inclusion Award (new)
- Stó:lō Legacy Scholarship (revised)
- Pemberton Holmes Award in Honour of Davine Burton* (revised)
- Indigenous Engineering and Computer Science Entrance Scholarship (new)
- Women in Engineering and Computer Science Entrance Scholarship (new)
- Dave Ian Dunnet Music Education Scholarship* (revised)
- Chris Markoff Memorial Award (revised)
- Takao Tanabe Undergraduate Award in Visual Arts (new)
- Takao Tanabe Graduate Award in Visual Arts (new)

**Administered by the University of Victoria Foundation*

Planned Further Action:

Student Awards and Financial Aid will administer the awards after approval.

Attachment:

- Memorandum to Senate dated Sept. 18, 2019
- Memorandum to Senate dated Oct. 11, 2019





Date: 18 September 2019
To: Senate
From: Senate Committee on Awards
Re: **New and Revised Awards**

The Senate Committee on Awards recommends that the Senate approves and recommends to the Board of Governors the following awards:

*Administered by the University of Victoria Foundation

Additions are underlined

Deletions are ~~struck through~~

Norman M. Lewis Bursary * (New-UG/GS)

Two or more bursaries are awarded to undergraduate or graduate students. At least two bursaries must be awarded to students of different genders.

Vikes Honour Roll Provost Award for Excellence (Revised-UG/GS)

An award of at least \$1,000 ~~\$1,500~~ is given to the undergraduate or graduate Vikes Honour Roll/U SPORTS Academic All Canadian recipient with the highest academic average. This may be awarded to a graduating student.

Nimrod Hungarian Mobility Award* (Revised-UG/GS)

One or more awards are given to undergraduate, graduate or post-graduate students in the field of science, medicine, technology or social sciences disciplines who are either: 1) Coming to study from Hungary at UVic or 2) UVic students going to Hungary to study at accredited Hungarian universities. Part-time students are eligible (minimum 9.0 units for undergraduate students and less than 3.0 units for graduate). Selection of the recipients will be made by the Global Engagement Selection Committee. Two competitions are held each year. The deadlines for applications are 4:30 p.m. on the third Wednesday of March and November.

Applications must be submitted to the Office of Global Engagement either in person to University Centre, Room B202, or by email as a single pdf document to world@uvic.ca.

Michael Daniska Memorial Bursary* (Revised-UG)

One or more bursaries are awarded to ~~3rd or 4th year~~ undergraduate students in the School of Earth and Ocean Sciences. Preference will be given to students entering third or fourth year who have completed at least one co-op work term. ~~students in the School of Earth and Ocean Sciences~~

Leeder Family Memorial Bursary in Economics * (Revised-UG)

One or more bursaries ~~in the amount of approximately one half of a student's Winter Session (September to April) tuition~~ are awarded to full-time undergraduate ~~third or fourth year~~ students in the Department of Economics. Preference will be given to students who are from outside the Greater Victoria or Lower Mainland areas. ~~These bursaries may be renewable for one year based on continuing eligibility.~~

Leeder Family Memorial Bursary in Mathematics * (Revised-UG)

One or more bursaries ~~in the amount of approximately one half of a student's Winter Session (September to April) tuition~~ are awarded to full-time undergraduate ~~third or fourth year~~ students in the Department of Mathematics. Preference will be given to students who are from outside the Greater Victoria or Lower Mainland areas. ~~These bursaries may be renewable for one year based on continuing eligibility.~~

Rita Perry Hammett Bursary Award* (Revised-UG)

One or more awards are given ~~bursaries are awarded~~ to entering or continuing undergraduate students in the Department of Writing. Approval of the recipients will be made by the Senate Committee on Awards. Preference will be given to students with demonstrated financial need.

Vikes Recreation Student Leadership Award* (Revised-UG/GS)

One or more awards are given to undergraduate or graduate students who are involved in and contribute to campus life by either working or volunteering with Vikes Recreation. Part-time students are eligible (minimum 9.0 units for undergraduate students and less than 3.0 units for graduate). Award recipients will be selected by the Director of Athletics and Recreation in consultation with the Manager of Campus Recreation on the basis of commitment and performance criteria while contributing to furthering active healthy living ~~by the Director of Athletics and Recreation in consultation with the Manager of Campus Recreation~~.

Criswick Bursary in Astronomy* (Revised-UG)

One or more bursaries are awarded to undergraduate students ~~entering fourth year~~ in the Astronomy program.

Alan J. Hodgson Memorial Scholarship in Music* (New-UG)

One or more scholarships are awarded to academically outstanding undergraduate students entering or transferring into second, third or fourth year of the Bachelor of Music program. Preference will be given to students with demonstrated financial need. Approval of the

recipients will be made by the Senate Committee on Awards upon the recommendation of the School of Music.

Dr. Hinda Avery Holocaust Studies Scholarship* (New-GS)

One or more scholarships are awarded to academically outstanding graduate students in the MA Holocaust Studies Stream. Preference will be given to students who complete a practicum at the Ravensbrück Memorial site in Germany. Approval of the recipient(s) will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the Department of Germanic and Slavic Studies.

Vancouver Island Trails Information Society Scholarship (Revised-UG)

One or more A scholarships are of \$500 is awarded to an academically outstanding 3rd or 4th year undergraduate students entering third or fourth year, in a declared Major or Minor, in Environmental Studies, who have completed ES 470, Advanced Field Study and in the previous summer or winter session. Applicants must submit a one-page letter outlining how the materials and teachings from ES 470 will assist in their future careers. This letter must be received by the School of Environmental Studies by September 30th. This scholarship may be awarded to a graduating student. Approval of the recipient(s) will be made by the Senate Committee on Awards upon the recommendation of the School of Environmental Studies.

Promise Bursary (New-UG/GS)

One or more bursaries are awarded to Indigenous undergraduate or graduate students who are single parents.

Department of Civil Engineering Graduation Medal (New-UG)

A medal is awarded to the student with the highest graduating grade point average (GPA) in a Bachelor of Engineering in Civil Engineering.

Orca Book Publishers Award in Indigenous Language Revitalization (New-UG)

One award is given to an undergraduate student in the Faculty of Education enrolled in either the Diploma in Indigenous Language Revitalization or the Bachelor of Education in Indigenous Language Revitalization who is developing their own language proficiency and has a strong record of contributing to their/a language community through their work. Applications must be accompanied by a letter of recommendation from a community group/member providing evidence of the contributions the applicant has made. Application forms are available at the Faculty of Education office and must be submitted by June 15. Part-time students (enrolled in at least 4.5 units) are eligible for this award. Approval of the recipient will be made by the Senate Committee on Awards, upon the recommendation of the Faculty of Education.

Gail O’Riordan Memorial Graduate Award for Cello (New-GS)

Up to two awards will be given to graduate students in the School of Music whose principal instrument is cello. The award(s) will be renewable for a second year if funds permit and the student(s), in the opinion of the academic unit, are making good progress in their degree. Students with a GPA of 6.0 or higher will be considered. Approval of the recipient(s) will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the School of Music.

Van Dusen Graduate Scholarship (Revised-GS)

~~Annual income from an endowment fund created by the Van Dusen Foundation with matching funds from the Government of British Columbia is available to support outstanding students in economics (see fellowships). One or more scholarships will be awarded to outstanding graduate students in Economics. At the discretion of the Department of Economics, this amount may be awarded as scholarships. Approval of the recipients Awards will be made by the Faculty of Graduate Studies Graduate Awards eCommittee upon the recommendation of the Department of Economics. Scholarships may be disbursed in September.~~

British Columbia Paraplegic Association/Rotary Club of Victoria Scholarship* (Revised-UG)

~~One or more A scholarships of \$1250 will be awarded to a physically disabled academically outstanding students with a physical disability with permanent mobility impairments. Selection of the recipient will be made by a committee composed of a Senate Committee on Awards representative, a Student and Ancillary Services representative and a British Columbia Paraplegic Association representative.~~

Indigenous Aboriginal Health Career Bursary Scholarship (Revised-GS)

Three scholarships of \$1,000 each are given One or more bursaries will be awarded to graduate students of Indigenous Aboriginal heritage (First Nations, Métis, and/or Inuit) who have demonstrated financial need and are enrolled in the following health degree programs: BSN, Masters of Nursing Nurse Practitioner (NP) or PhD in Nursing. Applicants must be registered in full-time studies at UVic. The delivery of the program/course may be through either distance education or on-campus. First preference will be given to Indigenous Aboriginal students from Vancouver Island. Second preference will be given to Indigenous Aboriginal students from within BC. Third preference will be given to Indigenous Aboriginal students from within Canada. Approval of the recipients will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the Faculty of Human and Social Development.

Roy & Marguerite E. L. Watson Bursary in Social Work* (Revised-UG/GS)

One or more bursaries are awarded to undergraduate or graduate students who are single parents in the School of Social Work.

~~Three undergraduate bursaries and one graduate bursary are awarded to single parents registered in degree programs in Social Work. Undergraduate students must be taking a minimum of 9 units of study and graduate students must be registered with the Faculty of Graduate Studies on a full-time basis for the Winter session. If there is no qualifying graduate student in a particular year, the fourth award will be given to a qualifying undergraduate student. In the case of the graduate award, selection will be made by Student Awards and Financial Aid on the recommendation of the School of Social Work.~~

Doreen & John Windsor Award Bursary* (Revised-UG)

One or more bursaries are awarded to students ~~entering fourth year of a majoring or honours program~~ in History, and specializing in Canadian History. Preference will be given to students entering fourth year.

Embassy of Iceland Book Prize (New-UG)

A book prize is awarded to an academically outstanding undergraduate student in GMST 369: Topics in Scandinavian Studies. Approval of the recipient will be made by the Senate Committee on Awards upon recommendation of the Department of Germanic and Slavic Studies.

Dr. Hinda Avery Graduate Scholarship in Animal Rights and Law* (New-GS)

One or more scholarships are awarded to women graduate students in the Faculty of Law pursuing research that is centrally focused on advancing the rights of nonhuman animals or otherwise eliminating animals' legal classification as objects and property. Research must be directed at advancing the interests or needs of animals in law or society in a way that values animals as their own persons or beings rather than adopt an animal welfare or welfarist perspective. The student must outline how their research meets the criteria in their thesis or dissertation proposal. Approval of the recipients will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the Faculty of Law.

Dr. Marion Porath Legacy Scholarship in Education (Revised-GS)

One or more scholarships of at least \$2,500 each are ~~is~~ awarded to ~~an~~ academically outstanding graduate students in Educational Psychology and Leadership Studies in the Faculty of Education who provides service to the educational community and ~~does~~ research in one of the following areas:

- High ability or gifted and talented students,
- Socio-cultural views of intelligence,

- Cognitive development, or
- Exploration of children's art

Preference will be given to students conducting research in the area of high ability or gifted and talented students. Applications must be accompanied by a letter of recommendation from a community/volunteer group providing evidence of the exceptional contributions the applicant has made. Approval of the recipients will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the Department of Educational Psychology, and Leadership Studies-Department.

Henry Poulton Fund* (Revised-GS)

One or more scholarships will be given to highly qualified graduate students in the Department of Economics. Approval of the recipient(s) will be made by the Faculty of Graduate Studies, Graduate Awards Committee upon the recommendation of the Department of Economics. This award will be disbursed in September.

Edra Ferguson Graduate Scholarship* (Revised-GS)

One or more scholarships are awarded to academically outstanding graduate students entering the LL.M or PhD program in the Faculty of Law whose focus of study is directly or comparatively on Canadian-related Indigenous Aboriginal Law. Preference will be given to a student from Nunavut, Northwest Territories, or Yukon. Approval of the recipients will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the Faculty of Law.

Law Foundation of BC Public Interest Award (Revised-UG)

Nine ~~Six~~ awards of \$5,000 each are given to continuing second year or graduating third year students enrolled in the J.D.,JD program who have demonstrated commitment to public interest, combined with high academic achievement.

“Stand Out From the Crowd” Prize in Physics and Astronomy (Revised-UG)

~~A Prizes of \$600, \$500 and \$400 are \$500 is awarded~~ respectively to the students with the highest, second highest and third highest grades in the most challenging undergraduate course in physics and astronomy. ~~A second prize of \$300 is awarded to the student with the second highest grade in the most challenging undergraduate course in physics and astronomy and a third prize of \$200 is awarded to the student with the third highest grade in the most challenging undergraduate course in physics and astronomy.~~ Determination of the most challenging undergraduate course is defined as the course that has the lowest average grades amongst the students who completed it, provided at least 50 students completed the course. Part-time students (a minimum of 6.0 units) and graduating students are eligible for this award. Approval of the recipients will be made by the Senate Committee on Awards upon the recommendation of the Department of Physics and Astronomy. ~~will be made by the Physics and Astronomy Undergraduate Awards Committee in consultation with course instructors and approved by the Department Chair. The successful~~

~~candidates, having completed the course with the highest grade point average, will be selected by the same committee~~

Mandell Pinder LLP Indigenous Law Scholar Award (New-UG)

One or more awards of at least \$5,000 each are given to undergraduate students entering or continuing in the JD/JID program or to Indigenous students enrolling in the JD program of the Faculty of Law who have demonstrated academic ability together with determination, resilience, contribution and compassion in areas of life such as prior work experience, graduate study, community service, family care or disability. Approval of the recipients will be made by the Senate Committee on Awards upon the recommendation of the Faculty of Law.

Lambert Joseph Schill Award* (New-UG)

One or more awards are given to undergraduate students who are entering second year in the Department of Mechanical Engineering. Preference will be given to students with demonstrated financial need.

Beatrice Patriquin Scholarship* (New-UG)

One or more scholarships are awarded to undergraduate students in the School of Nursing. Students registered in at least 4.50 academic units are eligible for this scholarship. Approval of the recipients will be made by the Senate Committee on Awards upon the recommendation of the School of Nursing.

David McGillivray Scholarship in Chemistry* (New-GS)

One or more scholarships are awarded to academically outstanding graduate students in the Department of Chemistry. Recipient(s) are approved by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the Department of Chemistry.

University of Victoria Youth in Care Award (Revised-UG)

One or more awards are given to students in their first undergraduate degree program. To be eligible for these awards, students must demonstrate financial need and be ~~a resident~~ residents of British Columbia, and were formerly in any Government of BC Ministry of Children and Family Development (MCFD) Legal Status or the Government of BC Ministry of Social Development and Poverty Reduction's Child in Home of Relative Program for at least ~~have received care from the Ministry of Children and Family Development or a Delegated Aboriginal Agency (DAA) through the *Child, Family and Community Service Act* for a minimum of twelve months~~ (consecutive or accumulated in any combination). ~~in any, or a combination, of the following categories:~~

MCFD Legal Statuses refer to and include the following, consecutive or accumulated in any combination pursuant to the Child, Family and Community Service Act (the Act) regarding

student eligibility for the University of Victoria Youth in Care Tuition Award:

- **Continuing Custody Order** pursuant to sections 41 (1) (d), 42.2 (4) (d) or 42.2 (7) or 49 (4), 49 (5) or 49 (10) (a) of the Act;
 - ~~A protection order in which the court has assigned permanent custody of the child to the Director of Child Welfare (the Director).~~
- **Temporary Custody Order** pursuant to sections 41 (1) (b) of the Act;
 - ~~A protection order in which the court has assigned custody of the child to the Director on a temporary basis.~~
- **Special Needs Agreement** pursuant to section 7 of the Act;
 - ~~A parent of a child with special needs may voluntarily and temporarily agree to place the child in the care of the Director.~~
- **Voluntary Care Agreement** pursuant to section 6 of the Act;
 - ~~A parent voluntarily and temporarily places the child in the care of the Director.~~
- **Youth Agreement** pursuant to section 6 42.2 of the Act;
 - ~~The Director enters into an agreement with a youth (ages 16—19) who needs assistance to live independently and cannot be re-established with family.~~
- **Extended Family Plan** pursuant to section 8 of the Act;
 - ~~A parent voluntarily and temporarily places the child in the care of an adult who has an established familial, relational, or cultural connection to the child.~~
- **Permanent Transfer of Custody Order** with person other than a parent pursuant to section 54.01 or 54.1 of the Act;
 - ~~An order in which the court permanently transfers custody to another (non-parent) family member or another adult with an established relational or cultural connection to the child.~~
- **Temporary Transfer of Custody** pursuant to section 41(1)(b) of the Act;
 - ~~A protection order in which the court temporarily places the child in the custody of an adult, other than a parent, who has an established familial, relational, or cultural connection to the child.~~
- **Interim Custody Order with a Director** pursuant to section 35(2)(a);
- **Interim Custody Order with person other than a parent** pursuant to section 35(2)(a) of the Act;
- **Adoption;**
- **Under the Guardianship of a Director** pursuant to the Infants Act;
- **Under the Guardianship of a Director of adoption** under the Adoptions Act.

The award covers actual tuition costs and mandatory fees for the terms required for completion of a first undergraduate degree. Eligible applicants may also receive funding to assist with the costs of books, supplies and living expenses. Students who transfer to UVic from a university or college to complete their first undergraduate degree and meet all eligibility criteria will be considered for the award. Applicants must submit the application form, including the Release of

Information consent form required to confirm eligibility, to Student Awards and Financial Aid by the application deadline of May 1st.

25th Olympiad Scholarship (Revised-UG)

A One or more scholarships of at least of \$1,000 each \$2,000 is are awarded to a students entering the University of Victoria who ~~has~~ have demonstrated excellence in extramural athletics while maintaining a high academic standing. Students competing in any of the Vikes Varsity sports are eligible to apply. Vikes Varsity sports include: basketball, soccer, swimming, cross country and track, rowing, rugby, field hockey, and golf. Students must provide a coach's reference letter. Award recipients will be selected on the basis of work ethic, commitment and performance criteria by the Director of Athletics and Recreation in consultation with the Associate Director, Sport.

Blakes Scholars ~~Scholarship~~ Award (Revised-UG)

An award scholarship of \$5000 is available to a full-time or part-time (minimum 9.0 units) undergraduate student entering second year in the Faculty of Law who has demonstrated academic excellence in the first year of law studies. Additional criteria may include financial need, membership in a historically disadvantaged group as outlined by the relevant human rights legislation in the Province of British Columbia, involvement in the community, extra-curricular activities at the University or at the Law School, and whether a student has multiple responsibilities and limited support. If a student maintains a grade point average of 6.25 or higher, the award scholarship is automatically renewed for the third year of law studies.

Canadian National Scholarship* (Revised-UG)

One or more scholarships are awarded to academically outstanding undergraduate students enrolled in either the International Business specialization program or the Entrepreneurship specialization and Small Business program. Preference is given to students from the Kitimat-Stikine, Stikine, Bulkely-Nechako areas, the Cariboo, the Okanagan-Similkameen, Central Okanagan and North Okanagan regions. Students must apply to the School of Business by April 30. This scholarship may be awarded to a graduating student. Approval of the recipients is made by the Senate Committee on Awards upon the recommendation of the Peter B. Gustavson School of Business. By application to the School of Business by April 30.

Drs. Douglas & Anathalie Taylor Lee Memorial Bursary Award* (Revised-UG)

Two awards are given Bursaries are awarded annually to undergraduate a female and a male students who are planning careers in medicine. The applicants must be studying in the general area of basic medical sciences, or a pre-medicine program intend to pursue a career in medicine. Preference will be given to students with demonstrated financial need. Of the candidates who demonstrate the greatest financial need, preference will be given to the student with the highest academic standing.

Henry & Marian Thiel International Business Award* (Revised-UG)

~~An award will be given to a Canadian undergraduate student entering fourth year in the Bachelor of Commerce program who has completed the Bachelor of Commerce core and who is specializing in International Business.~~

One or more awards of at least \$1,500 each will be given to academically outstanding undergraduate students who have chosen to specialize in International Business in the Bachelor of Commerce program at the Peter B. Gustavson School of Business. Graduating students are eligible to receive this award.

Students must submit a maximum 250 word essay that outlines:

- why they are pursuing the International Business specialization;
- their career ambitions and goals;
- what they have accomplished to-date that demonstrates their interest in International Business (e.g. international exchange, international co-op placement, involvement in clubs, volunteerism, leadership etc.); and
- why the funds are needed to meet financial need.

Applications must be submitted by June 15 to the International Business Office in the Peter B. Gustavson School of Business. Approval of the recipients will be made by the Senate Committee on Awards upon the recommendation of the Peter B. Gustavson School of Business.

Orca Book Publishers Student Mobility Award in Teacher Education (New-UG)

One or more awards are given to undergraduate students in the Faculty of Education Teacher Education program to enhance the student learning experience through, but not limited to, field schools, conferences, practicum placements, etc. The award will also assist students with the costs of travel and fees associated with their activity. Preference will be given to students in spring practicum placements. Approval of the recipients will be made by the Senate Committee on Awards upon the recommendation of the Faculty of Education.

Wilson S.C. Lai Scholarship (Revised-UG)

~~Five~~ Scholarships of \$15,000, payable at \$5,000 per year for three years, will be awarded to academically outstanding undergraduate students entering the University of Victoria from a Canadian secondary school, college or university, and who have demonstrated financial need. Selection will be based on academic excellence, breadth of interest, and leadership qualities.

To be automatically renewed a student must have completed a total of 12 or more academic units in any two terms of study between May and April and maintained a grade point average of 7.5/9.00 or higher on the best 12 units. The scholarship is automatically renewed for each year of the student's full time study for a maximum of two years. A student whose grade point average

falls below 7.5/9.0 may file a written appeal with the Senate Committee on Awards to seek special consideration for the renewal of the scholarship.

Students registered in a co-op or work experience work-term will automatically be renewed when they next complete 12 or more academic units in two terms, provided they have a grade point average of 7.5/9.0 or higher in the two terms. Any student who takes neither a co-op, work experience work-term, nor academic units for more than one term may forfeit their scholarship

Harper Scholarship in History* (Revised-UG)

One or more scholarships of at least \$1000 each are awarded to academically outstanding undergraduate students in a Major or Honours program in History, with a strong preference for students with a demonstrated commitment to World History. Approval of the recipients will be made by the Senate Committee on Awards upon the recommendation of the Department of History.

Robertson Wiens Mathematics Bursary* (New-UG)

One or more bursaries are awarded to undergraduate students in the Department of Mathematics and Statistics who are entering their fourth year of study.

Engineers & Geoscientists BC Municipal Engineers Division Award (New-UG)

An award of \$1,000 is given to an undergraduate woman student entering fourth year in the Civil Engineering Program in the Faculty of Engineering. The student must have demonstrated involvement in extra-curricular or volunteer activities, either on campus or in the community. Applicants must submit a letter (maximum 250 words) detailing their involvement, such as: participation in student teams, mentoring, volunteerism at school and/or the community. Preference is given to a student who has a minimum 6.0 GPA. Approval of the recipient will be made by the Senate Committee on Awards upon the recommendation of the Department of Civil Engineering.

All Our My Relations Award (Revised-UG)

One or more awards are given to Indigenous, Métis or Inuit undergraduate students in the Faculty of Human and Social Development entering the final year of their undergraduate program who demonstrate meaningful contributions to the well-being and resurgence of Indigenous Peoples during their academic program. These contributions may occur during community service with a particular First Nation or with Indigenous, Métis or Inuit peoples in an urban setting, or during fieldwork, co-op, practica, community-engaged research, or other experiential learning.

Applicants must provide a letter outlining a) their reasons for taking their chosen HSD program, and b) their connections with and contributions to the well-being and resurgence of Indigenous Peoples during the course of their academic program. ~~Selection~~ Approval of the recipients will be

made by the Senate Committee on Awards upon the recommendation of the Faculty of Human and Social Development.

The awards will rotate from year to year, in this order, between the following HSD Schools: Public Administration, Nursing, Public Health & Social Policy, Social Work, Health and Information Science and Child and Youth Care.

30 by 30 Women in Engineering Award (New-UG)

One or more awards of \$1,000 each are given to undergraduate women students entering an engineering program. Approval of the recipients will be made by the Senate Committee on Awards upon the recommendation of the Faculty of Engineering.

Mansell-McLellan Entrance Scholarship* (Revised-UG)

One or more scholarships of ~~at least \$3,000~~ \$1,000 each are awarded to academically outstanding undergraduate women students entering the Faculty of Engineering from a BC ~~Secondary~~ Sschool. Preference is given to Canadian citizens or Canadian permanent residents ~~landed immigrants from British Columbia~~. Approval of the recipients will be made by the Senate Committee on Awards upon the recommendation of the Faculty of Engineering.

Marion Ricker Memorial Scholarship in Nursing* (Revised-UG)

~~One or more Two~~ Two scholarships of ~~\$550 each~~ are awarded to academically outstanding students who have completed ~~the first~~ third year of the nursing program ~~with good grades and~~ who have demonstrated potential to provide leadership within a professional role. ~~Selection Approval~~ of the recipients will be made by the Senate Committee on Awards upon the recommendation of the School of Nursing. Students registered in at least 4.50 academic units are eligible for this scholarship.

Respectfully submitted,

2019/2020 Senate Committee on Awards

Annalee Lepp (Chair), Department of Gender Studies

Anne Cirillo, International Student Services

Helga Hallgrimsdottir, School of Public Administration

Elaine Laberge, Graduate Student Society Representative

Lori Nolt, Director, Student Awards and Financial Aid

Yvonne Rondeau, Scholarship Officer, Faculty of Graduate Studies

Marsha Runtz, Chair, Faculty of Graduate Studies Graduate Awards Committee

Charlotte Schallié, Faculty of Graduate Studies

Brock Smith, Peter B. Gustavson School of Business

Wendy Taylor, Acting Registrar

Ciel Watt, Alumni Association

Dawit Weldemichael, Student Senator
Linda Welling, Department of Economics
Lauren Hume (Secretary), Student Awards and Financial Aid



Date: 11 October 2019

To: Senate

From: Senate Committee on Awards

Re: **New and Revised Awards**

The Senate Committee on Awards met on October 8, 2019 and approved a number of new and revised awards for Senate's approval. Terms of these awards are attached.

Recommended motion:

That Senate approve, and recommend to the Board of Governors that it also approve, the new and revised awards set out in the attached document:

- Open Graduate Scholarship* (new)
- Ted and Helen Hughes Entrance Award (new)
- Oliver Prentice Memorial - Saanich Rotary Scholarship* (revised)
- John Money Memorial Prize in British History (new)
- One Heart for Reconciliation Award* (new)
- Clark Wilson Recruitment Inclusion Award (new)
- Stó:lō Legacy Scholarship (revised)
- Pemberton Holmes Award ~~Entrance Scholarship~~ in Honour of Davine Burton* (revised)
- Indigenous Engineering and Computer Science Entrance Scholarship (new)
- Women in Engineering and Computer Science Entrance Scholarship (new)
- Dave Ian Dunnet Music Education Scholarship* (revised)
- Chris Markoff Memorial Award (revised)
- Takao Tanabe Undergraduate Award in Visual Arts (new)
- Takao Tanabe Graduate Award in Visual Arts (new)

* *Administered by the University of Victoria Foundation*



Terms for New and Revised Awards

Additions are underlined

Deletions are ~~struck through~~

Open Graduate Scholarship * (New-GS)

One or more scholarships are awarded to academically outstanding graduate students entering or continuing at the University of Victoria. Approval of recipients will be made by the Faculty of Graduate Studies Graduate Awards Committee.

Ted and Helen Hughes Entrance Award (New-UG)

One or more awards will be given to undergraduate students entering the Faculty of Law who have demonstrated academic ability together with determination, resilience, contribution and compassion in areas of life such as prior work experience, graduate study, community service, family care or disability. Preference will be given to an Indigenous student. Approval of the recipients will be made by the Senate Committee on Awards upon the recommendation of the Faculty of Law.

Oliver Prentice Memorial - Saanich Rotary Scholarship * (Revised-UG)

A scholarship is awarded to a student of outstanding merit and promise and qualities of character indicating worthiness to hold the scholarship, who is planning a business career and is continuing studies at a recognized university or is articled to a Certified Professional Accountant~~chartered accountant, or C.G.A.~~ Approval of the recipient will ~~student is to~~ be made by the Senate Committee on Awards upon the recommendation of the Peter B. Gustavson School of Business, of the University of Victoria. Students must apply to the ~~By application to~~ Peter B. Gustavson School of Business by April 30.

John Money Memorial Prize in British History (New-UG)

A prize of \$1,000 is awarded to an undergraduate student with the highest mark in a course on British History. Preference will be given to a student in either HSTR 220A or HSTR 220B. Approval of the recipient will be made by the Senate Committee on Awards upon the recommendation of the Department of History.

One Heart for Reconciliation Award* (New-UG)

One or more awards are given to Indigenous undergraduate students in the Faculty of Law who identify as women, non-binary or Two-Spirit people and who intend to further reconciliation through their studies and the practice of law. Students must submit a letter (maximum one page) demonstrating how they intend to further reconciliation. Preference will be given to students with demonstrated financial need. Approval of the recipients will be made by the Senate Committee on Awards upon the recommendation of the Faculty of Law.

Clark Wilson Recruitment Inclusion Award (New-UG)

Four awards of \$625 each will be given to undergraduate students in the Faculty of Law to assist with costs related to their participation in recruiting interviews or events as part of the Vancouver Bar Association Summer and Articling Recruitment Processes for firms participating within the designated time period. Three of these awards will be given to students participating in the Vancouver Summer Recruitment Process and one award will be given to a student participating in the Vancouver Articling Recruitment Process. Costs include but are not limited to: travel, accommodation, meals, child care, lost wages, corporate attire and personal care. Students must have demonstrated financial need and must have at least one confirmed scheduled interview or event prior to applying. Applications must be submitted to the Dean's Office, Faculty of Law, no later than one week after Interview Call Day for the Recruitment Process in which the applicant is participating.

Stó:lō Legacy Scholarship (Revised-UG/GS)

One or more scholarships, to a total value of \$5,000 per annum, are awarded to registered members of any Stó:lō First Nation (i.e. any First Nation located along the Fraser River and its tributaries between Langley and Yale) entering or continuing enrolled in a certificate, diploma, or degree program (undergraduate or graduate) at the University of Victoria.

Applicants must submit a short statement of the educational goals they wish to achieve with this scholarship, a high school transcript and/or other relevant educational transcripts, proof of band membership, and two letters of reference affirming the students' commitment and capacity to complete their academic program and, where applicable, their community engagement.

~~Undergraduate recipients will be approved by the Senate Committee on Awards, upon the recommendation of the Department of History and the Indigenous Studies Program. Graduate recipients will be approved by the Faculty of Graduate Studies Graduate Awards Committee, upon the recommendation of the Department of History.~~

Applications may be obtained from the Office of Indigenous Academic and Community Engagement (IACE) and must be submitted to that office by April 15. In the case of an undergraduate student, approval of the recipient will be made by the Senate Committee on Awards upon the recommendation of IACE; in the case of a graduate student, approval of the recipient will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of IACE.

Pemberton Holmes Award Entrance Scholarship in Honour of Davine Burton* (Revised-UG/GS)

~~One entrance scholarship will be awarded to a student entering the Faculty of Law JD program who has demonstrated academic excellence. Preference will be given to a student who has shown continued athletic commitment to the sport of rugby and has demonstrated a strong desire to continue to be involved in the sport of rugby as a player, coach or in another capacity. Preference may also be given to a student associated with the Vikes Rugby program, either as a current player or a Vikes alumnus. If an entering student does not satisfy the aforementioned criteria, the~~

~~scholarship may be renewed for the previous year's recipient. Nomination of the student recipient and renewal decisions will be made by the Faculty of Law.~~

One award will be given to a student entering any Faculty of Law program. Preference will be given to a student who has shown continued athletic commitment to the sport of rugby in the following priority:

- a student who is currently a Vikes rugby player;
- a student who is currently coaching rugby in any capacity;
- a Vikes rugby alumni;
- a student who is meaningfully involved in any other rugby program.

The award may be renewed for the previous year's recipient. Approval of an undergraduate recipient will be made by the Senate Committee on Awards upon the recommendation of the Faculty of Law. Approval of a graduate recipient will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the Faculty of Law.

Indigenous Engineering and Computer Science Entrance Scholarship (New-UG)

One or more scholarships will be awarded to academically outstanding Indigenous students entering the Faculty of Engineering. Students who have been out of high school for more than two years, are not transferring directly from a post-secondary institution or are mature students are eligible for this scholarship.

Women in Engineering and Computer Science Entrance Scholarship (New-UG)

One or more scholarships will be awarded to academically outstanding women students entering the Faculty of Engineering from a Canadian secondary school, college or university. Eligible recipients must be either Canadian citizens or Canadian permanent residents.

Dave Ian Dunnet Music Education Scholarship * (Revised-UG)

One or more scholarships are awarded to academically outstanding undergraduate students entering their third or fourth year in the Bachelor of Music (Music Education) program who demonstrate a strong commitment to achieving excellence in teaching instrumental and choral music in the schools. Applicants must submit a letter (maximum 500 words) describing what inspired them to become a music educator. Approval of the recipients will be made by the Senate Committee on Awards upon the recommendation of the School of Music.

Chris Markoff Memorial Award (Revised-UG)

An award of \$500 is given to a ~~4th~~fourth year student in the Peter B. Gustavson School of Business. This student should demonstrate, through a resume, a keen appreciation for the

outdoors and a record of outdoor pursuits. Preference will be given to a Canadian student who is involved in the Commerce Cultural Liaison Program (CCLP) and who has taken the time and effort to mentor foreign students at the University. This award may be given to a graduating student.

Resume to be submitted to the Peter B. Gustavson School of Business by **April 30**.

Takao Tanabe Undergraduate Award in Visual Arts (New-UG)

One award of \$2,500 will be given to an undergraduate student entering third or fourth year in the Department of Visual Arts whose focus is on painting. Approval of the recipient will be made by the Senate Committee on Awards upon the recommendation of the Department of Visual Arts.

Takao Tanabe Graduate Award in Visual Arts (New-GS)

One award of \$2,500 will be given to a graduate student in the Department of Visual Arts whose focus is on painting. Approval of the recipient will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the Department of Visual Arts.

Respectfully submitted,

2019/2020 Senate Committee on Awards

Annalee Lepp (Chair), Department of Gender Studies

Anne Cirillo, International Student Services

David Foster, Graduate Student Society Representative

Helga Hallgrimsdottir, School of Public Administration

Lori Nolt, Director, Student Awards and Financial Aid

Yvonne Rondeau, Scholarship Officer, Faculty of Graduate Studies

Marsha Runtz, Chair, Faculty of Graduate Studies Graduate Awards Committee

Charlotte Schallié, Faculty of Graduate Studies

Brock Smith, Peter B. Gustavson School of Business

Wendy Taylor, Acting Registrar

Ciel Watt, Alumni Association

Dawit Weldemichael, Student Senator

Linda Welling, Department of Economics

Lauren Hume (Secretary), Student Awards and Financial Aid



University
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SUBMISSION TO THE UVIC BOARD OF GOVERNORS

FOR DECISION

November 8, 2019

To: Operations and Facilities Committee

From: Valerie Kuehne, Vice-President Academic and Provost

A handwritten signature in blue ink, appearing to read "Valerie Kuehne".

cc: President and Vice-Chancellor

Meeting Date: November 26, 2019

Subject: Proposal to change the Secondary Post-Degree Professional Program (Diploma) to a Bachelor of Education Degree Program

Basis for Jurisdiction: Senate Committee on Planning October 1, 2019
Senate November 1, 2019

Previous Consultation: At its meeting on November 1, 2019, Senate approved and recommended that the Board of Governors approve the proposal to change the Secondary Post-Degree Professional Program (Diploma) to a Bachelor of Education Degree Program, as described in the memorandum dated March 14, 2019.

Recommendation:

THAT the Operations and Facilities Committee recommend to the Board of Governors that the Board of Governors approve the proposal to change the Secondary Post-Degree

Professional Program (Diploma) to a Bachelor of Education Degree Program, as described in the memorandum dated March 14, 2019.

Background:

The Faculty of Education offers a suite of teacher education programs that provides engaging, relevant and high-quality preparation for the next generation of teachers, learning specialists, and community engaged leaders.

In 2009, the Faculty changed the default entry for the Bachelor of Education Degree program to a diploma option in response to a decline in the number of students selecting Degree completion. Students need to opt-in to the Bachelor of Education Degree after admission.

Over the past decade, it has become clear that the majority of students opt to complete the Bachelor of Education Degree (with 55 Degree candidates compared to 10 Diploma in 2019/20; refer to memo item 2. for complete statistics).

Beginning in September, 2021, the Faculty seeks to offer the Bachelor of Education Degree through the Post-Degree Professional Program **directly upon admission** (rather than as a post-admission opt-in). This change will directly benefit students: it streamlines the admission process; it creates a clear degree pathway; and it aligns with the Elementary Post-Degree Professional Program (which is also Degree granting). By offering the Bachelor of Education Degree directly upon admission, the change also reduces the administrative load for staff in advising, records, and admissions. The change also supports ongoing alignment with trends in the field of education and enhances inter-departmental coordination in the Bachelor of Education program.

There are no other academic units that have students who would be impacted by this change.

Attachment: Proposal to Senate dated October 16, 2009 to change the Secondary Post-Degree Professional Program (Diploma) to a Bachelor of Education Degree Program.



Date: October 16, 2019

To: Senate

From: Senate Committee on Planning

Re: **Proposal to change the Secondary Post-Degree Professional Program (Diploma) to a Bachelor of Education Degree Program**

At its meeting of October 1, 2019, the Senate Committee on Planning considered the proposal to change the Secondary Post-Degree Professional Program (Diploma) to a Bachelor of Education Degree Program, as described in the memorandum dated March 14, 2019.

The following motion is recommended:

That Senate approve and recommend to the Board of Governors, that it also approve the proposal to change the Secondary Post-Degree Professional Program (Diploma) to a Bachelor of Education Degree Program, as described in the memorandum dated March 14, 2019.

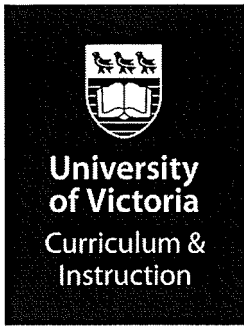
Respectfully submitted,

2019-2020 Senate Committee on Planning

Susan Lewis, (Chair), Acting AVPAP
Gillian Calder, Law
David Capson, Graduate Studies
Jo-Anne Clarke, Continuing Studies
Merwan Engineer, Economics
Mauricio Garcia-Barrera, Psychology
Andrea Giles, Co-op Education
Rishi Gupta, Civil Engineering
Neil Burford, Chemistry
Lisa Kalynchuk, VP Research
Valerie S. Kuehne, VPAC
Adam Con, Fine Arts
Sandra Duggan, Secretary, VPAC

Graham McDonough, Curriculum and Instruction
Patrick Nahirney, Medical Sciences
Sang Nam, Business
Carla Osborne, GSS Representative
Kai Richins, Student Senator
Abdul Roudsari, Health Information Science
Nilanjana Roy, Economics
Dan Russek, Hispanic & Italian Studies
Ada Saab, Associate University Secretary
Ralf St. Clair, Education
Wendy Taylor, Office of the Registrar
Cindy Holder, Humanities





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MEMO

Date: March 14, 2019

To: James Nahachewsky, Chair of the Faculty of Education Undergraduate Curriculum Committee

Nancy Wright, Chair of the Senate Committee on Academic Planning

Tim Haskett, Chair of the Senate Committee on the Curriculum

From: Deborah Begoray, Chair of the Department of Curriculum & Instruction

Re: Memorandum to Propose a Significant Change to a Program – Secondary Education, PDP and Degree Program

We propose changing our sixteen-month Secondary Post-Degree Professional Program (Diploma) with a BEd Degree option, to a sixteen-month Bachelor of Education Degree Program. We are requesting the removal of the diploma option.

As per the Senate Guidelines to propose a significant change to a program:

1. The Faculty of Education offered a Secondary BEd Degree program (as the default entry) with a diploma option, from 1963 to 2009. In 2009, due to declining numbers for Degree completion, the default entry was changed to the Secondary PDP Program, which grants a diploma. Since then, students have needed to opt-in to the BEd after admission.
2. Consistent trends over the last several years indicate that the majority of students in the Secondary PDP Program opt to complete the BEd Degree through either a Summer Institute, a PSC, or other coursework. Numbers are as follows:

2016 (May 17 grad)	Diploma: 24	BEd: 36
2017 (May 18 grad)	Diploma: 28	BEd: 32
2018 (May 19 grad)	Diploma: 21	BEd: 45
2019 (May 20 grad)*	Diploma: 10	BEd: 55

*Anticipated numbers

Since 2016, an additional 7 students who previously completed the diploma have returned to complete the BEd degree through other course work.

Reverting back to offering the BEd Degree through the PDP Program upon program admission is in response to student needs. It will benefit students as it will simplify the degree pathway process for them, thus alleviating current confusion and stress. It will also offer a significant reduction in administrative load for Education Advising, Undergrad Records Office and Admissions. It will improve marketing.

This change will allow for program updating that is necessary to reflect the needs of the current education field and allow, in perpetuity, the program to respond to changes in the educational context, as well as provide consistent and ongoing inter-departmental cooperation in the BEd program.

It will also provide program consistency between both the Elementary PDP (which is Degree-granting) and the Secondary PDP Programs.

The timing of the change will coincide with the end date of the five-year BEd Secondary Degree program.

3. No provisions for current students are necessary. The change will only apply to new applicants. The total number of units, and the length of the program, will remain consistent with the current timetable that supports the degree pathway.
4. We propose that the change take effect for September 1, 2021.

No other academic units have students that will be affected by the change.

This proposed calendar change was approved by the Department at the March 13, 2019 meeting. The signatures by the Dean and the Chair of the Faculty Curriculum Committee indicate that they have reviewed and have knowledge of this proposed change only.

Name Deborah Begoray Signature
Chair of Curriculum and Instruction
Date March 22/19

Original signed by Deborah Begoray

Name James Nahachewsky Signature
Chair of Faculty Curriculum Committee
Date March 25/19

Original signed by James Nahachewsky

Name Ralf St. Clair Signature
Dean, Faculty of Education
Date 25 MAR 19

Original signed by Ralf St. Clair



University
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SUBMISSION TO THE UVIC BOARD OF GOVERNORS

FOR INFORMATION

November 08, 2019

To: OPERATIONS AND FACILITIES COMMITTEE

From: Vice-President Finance and Operations

A handwritten signature in black ink, appearing to read "G. Hill".

cc: President and Vice-Chancellor

Meeting Date: November 26, 2019

Subject: DUE DILIGENCE REPORT – FACILITIES MANAGEMENT

Basis for Jurisdiction:

University Act Section 27(2)(y)

Elevating Devices Safety – Heritage Conservation Act – Integrated Pest Management Act – Safety Standards Act - Power Engineers and Boiler and Pressure Vessel Safety Act

Strategic Relevance:

Strategy 5.5 –

Ensure the financial sustainability of the university and our ability to pursue excellence by optimizing existing resources through careful planning, earning public support, attracting partnerships, and pursuing a revitalized program to grow and diversify resources through philanthropic and other means.

Previous Consultation:

Report provided annually to the Operations and Facilities Committee

Attachment: Facilities Management Due Diligence Report 2019

Obligation to Report	Fulfillment of Obligation
<p>Elevating Devices Safety</p>	<ol style="list-style-type: none"> 1. In accordance with the provision of the Safety Standards Act, the University of Victoria currently operates and maintains 76 elevating devices at the Gordon Head Campus. 2. Regular inspections are conducted by a Provincial Inspector. 3. All units are regularly serviced by workers qualified under the Act. Several contracted service providers. 4. Each unit has an installation number assigned by, and registered with, Technical Safety B.C. Individual Certificates for each elevating device are on file and renewed on an annual basis. 5. A complete detailed listing of elevating devices including location, Certificate Number, and all inspection reports, is maintained by and available upon request from UVic FMGT.
<p>Heritage Conservation Act</p>	<ol style="list-style-type: none"> 1. There are no buildings on Campus which have been designated as Provincial, Regional, or Municipal Heritage Sites. The Corporation of the District of Saanich in their "<i>Saanich Heritage Structures: An Inventory</i>" dated 1991, lists nine (9) University buildings as having heritage significance: <ul style="list-style-type: none"> • <i>Huts A, B, E, Q, and R. They are all of the huts that remain from the "Gordon Head Army Camp", Department of National Defence 1940.</i> • <i>Y Hut – the Maritime Naval / Communications Centre Building is located off of McCoy Road. UVic has had discussions with the Saanich Heritage Foundation for possible heritage designation. Part of the discussion includes possible relocation as part of the feasibility assessment for the rugby field expansion.</i> • <i>Hamsterley Farm Water Tower located at 2489 Sinclair Road. UVic has had discussions with the Saanich Heritage Foundation for possible heritage designation.</i>

Obligation to Report	Fulfillment of Obligation
	<p>2. None of the above buildings are currently protected through formal designation.</p> <p>The Corporation of the District of Saanich staff are required to present a report to Saanich Council should there be a University application to alter or remove the building. They are all identified as having heritage value and significance to the community but are not protected by a more formal Heritage Designation By-Law (along with its regulations).</p>
<p>'Integrated Pest Management Act' Regulations <i>(This pertains only to the pesticides under the control of FMGT)</i></p>	<p>1. Permits, Licenses & Certificates</p> <ul style="list-style-type: none"> a. FMGT is committed to integrated pest management practices. b. FMGT holds the proper Pesticide Control Use License. c. FMGT holds the Public Land Endorsement which entitles FMGT to apply pesticides to public lands. d. All employees involved in the application of pesticides hold the necessary Applicator Certificate. <p>2. Storage and Disposal</p> <ul style="list-style-type: none"> a. A limited inventory of pesticides is stored in a locked, ventilated and heated room away from the general workplace. b. The storage premises are subject to occasional inspection, and on a periodic basis by the Environmental Protection Division of the Ministry of Environment & Ecology, and occasionally by Occupational Health and Safety (OHSO). c. The disposal of pesticides that are no longer required is arranged through the Hazardous Waste Management Program of UVic.
<p>Pest Control</p>	<p>1. FMGT engages a provincially certified pest control company (Victoria Pest Control) to manage pest infestations in and around building and structures.</p>

Obligation to Report	Fulfillment of Obligation
<p>Safety Standards Act</p>	<p>1. UVic staff, qualified under the Act, operate and maintain:</p> <ol style="list-style-type: none"> a. 11 interconnected hot water, heating boilers with a combined registry capacity of 54 MW. <p>The boilers are located in the Cadboro Commons (2), McKinnon (2), and the Engineering Laboratory Wing Building (4) and the District Energy Plant (3).</p> <ol style="list-style-type: none"> b. 28 hot water, and 4 high pressure steam, stand-alone boilers with a combined registered capacity of 518.93 horsepower located in 15 buildings. c. 216 registered pressure vessels; including an ammonia refrigeration plant serving the Ice Arena of the Ian Stewart Complex. <p>2. 24 hours per day, 7 days per week, qualified staffing is in place to meet the requirement of the Act.</p>
<p>Power Engineers and Boiler & Pressure Vessel Safety Act</p>	<p>1. All boilers and pressure vessels (239) bear installation numbers assigned by, and registered with Technical Safety B.C.</p> <ol style="list-style-type: none"> a. Individual Certificates are renewed annually and are posted near the locations of the boilers or pressure vessels. <p>2. The University maintains a Contractor's "A" License No. 679 that allows maintenance, repair and installation of equipment covered by The Boilers and Pressure Vessels Act when performed by qualified UVic staff.</p>
	<p>3. On April 11, 2001, Risk Assessment Certificates were issued by Technical Safety B.C. for the operation of the Cadboro Commons, McKinnon and Engineering Laboratory Wing Boiler Plants. The certificate for the Ian Stewart Complex Ammonia Refrigeration Plant was issued in 2018. The certificate for the District Energy Plant is pending. The Certificate Numbers are:</p> <ul style="list-style-type: none"> • Three Boiler Plants (No. 43663) • Ian Stewart Complex Refrigeration Plant (No. 35630) • District Energy Plant (No.) <p>These are reviewed annually.</p>

- | | |
|--|--|
| | 4. A list of all boilers and pressure vessels indicating location, Certificate Number, and Safety Manuals, is available from UVic FMGT upon request. |
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University
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SUBMISSION TO THE UVIC BOARD OF GOVERNORS

November 08, 2019

FOR INFORMATION

To: OPERATIONS AND FACILITIES COMMITTEE
From: VICE-PRESIDENT FINANCE AND OPERATIONS
cc: President and Vice-Chancellor
Meeting Date: November 26, 2019
Subject: STATUS REPORT ON CAPITAL PROJECTS
Basis for Jurisdiction: Committee's Terms of Reference

A handwritten signature in black ink, appearing to read "G. Hill".

Strategic Relevance:

1.5 Increase the vibrancy of campus life by enhancing the natural and built environment to create more opportunities for interaction and collaboration; and develop infrastructure and programmatic initiatives, including additional student housing and increased opportunities for recreation, cultural activities and social interaction.

Previous Consultation:

Report provided to Board of Governors Operations and Facilities Committee at each meeting.

Background:

Attached please find the regular Board reports on the status of capital projects for current approved capital projects.

Attachment(s):

VPFO/FMGT Project Updates: November 01, 2019

1. Student Health & Wellness Centre
2. Student Housing

PROJECT:	STUDENT HEALTH & WELLNESS CENTRE
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Project No: 17-03034
 Project Consultants: KASIAN Architecture Ltd.
 General Contractor: Aral Construction Ltd.

BUDGET STATUS:	APPROVED BUDGET 27-Nov-2018	FMGT Forecast Costs 01-Nov-2019
Consulting	\$390,000	\$390,000
Construction	\$4,610,000	\$4,210,000
Completion	\$1,000,000	\$1,000,000
Contingency	<u>\$200,000</u>	<u>\$600,000</u>
Sub-Total	\$6,200,000	\$6,200,000
GST (1.65%)	<u>\$100,000</u>	<u>\$100,000</u>
TOTAL PROJECT COSTS	\$6,300,000	\$6,300,000

- Total commitments to date are approximately \$3,724,250 represents 59% of the approved Budget of \$6,300,000.

SCHEDULE STATUS:	Target Date 27-Nov-2018	Actual / Forecasted Date 01-Nov-2019
Schematic Design - Complete	April 2018	April 2018
Design Development - Complete	November 2018	November 2018
Construction Documents - Complete	March 2019	May 2019
Tender - Complete	April 2019	July 2019
Construction Phase	January 2020	January 2020
Commissioning and Warranty	February 2020	February 2020
Fit-up and Move In	March 2020	March 2020
Operation	May 2020	May 2020

Major Risks:

- None at this time

PROJECT:	STUDENT HOUSING & DINING
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Project No: 16-02265
 Project Consultants: Perkins + Will Canada Architects
 Construction Manager: EllisDon-Kinetic

BUDGET STATUS:	Approved Budget 27-Mar-2018	FMGT Forecast Costs 01-Nov-2019
Consulting	\$16,400,000	\$18,106,693
Construction	\$163,700,000	\$171,915,412
Completion	\$6,400,000	\$4,812,973
Contingency	\$7,500,000	\$3,500,000
Sub-Total	\$194,000,000	\$198,335,079
GST (1.65%)	\$3,200,000	\$3,272,529
TOTAL PROJECT COST	\$197,200,000	\$201,607,608

- Total commitments to date are \$35,409,290, or 18% of the approved Budget of \$197,200,000.

SCHEDULE STATUS:		Target Date 01-Jan-2019	Actual / Forecasted Date 01-Oct-2019
Schematic Design	<i>Complete</i>	August 2018	October 2018
Design Development	<i>Complete</i>	March 2019	March 2019
Construction Documents		November 2019	December 2019
Tender Package 01 Early Works – Service Road, Walkway Removals			
Tender	<i>Complete</i>	April 2019	April 2019
Construction Stage	<i>Complete</i>	August 2019	October 2019
Tender Package 02 – Modular Food Services Facility			
Installation		June 2020	June 2020
Decommission		October 2022	October 2022
Tender Package 03 – Site Services, Abatement, Deconstruction			
Tender		November 2019	December 2019
Construction Stage		January 2021	January 2021
Tender Package 04 – Construction Building One and Building Two			
Tender		July 2020	July 2020
Construction Building One (398 beds, Dining)		August 2022	August 2022
Construction Building Two (385 Beds, Conference, Classrooms)		April 2023	April 2023

Major Risks:

- Results of the Class A estimate (+/-10% accuracy) has increased the project's financial risk.
- Favourable tender results are required to ensure the project remains affordable.
- The magnitude of a future redesign may lead to a schedule risk if it extends beyond 3 months.



University
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SUBMISSION TO THE UVIC BOARD OF GOVERNORS

November 15, 2019

FOR ADVICE

To: FINANCE COMMITTEE

From: VICE-PRESIDENT FINANCE AND OPERATIONS

A handwritten signature in black ink, appearing to read "G. Smith".

cc: President and Vice-Chancellor

Meeting Date: November 26th, 2019

Subject: Responsible Investment – Stakeholder Consultation

**Basis for Jurisdiction: Committee's Terms of Reference
Short-Term Investment Policy, FM5200
Policy on Social Responsibility and UVic Investments, FM5215**

Previous Consultation:

Board of Governors, including: #BOG-Apr01/14-05; #BOG-May27/14-16; #BOG-Sept30/14-24;
#BOG-Jan26/16-28; #BOG-Mar26/19; #BOG-May28/19-06; #BOG-Jun24/19-16

Strategic Relevance:

Strategy 5.2 - Review and renew our approach to sustainability in every domain (research, education, community engagement and campus operations) to move toward a comprehensive and integrated approach.

Strategy 5.4 - Ensure that students have opportunities to engage with issues, principles and practices that support social and environmental sustainability, and to develop the knowledge and ethical orientation to contribute to a just, socially responsible and sustainable future.

Strategy 5.5 - Ensure the financial sustainability of the university and our ability to pursue excellence by optimizing existing resources through careful planning, earning public support, attracting partnerships, and pursuing a revitalized program to grow and diversify resources through philanthropic and other means.

For the Board's Consideration:

1. Based on the education and debrief session on November 14th, does the Board support the development of goals and objectives with respect to our investment strategy in order to inform a revised responsible investment policy?

If so, does the Board have enough information to inform a discussion or is further engagement required?

If not, what additional information or engagement should be undertaken? The current timelines would have the board review a draft policy in January. Further engagement or education will change this timeline.

2. Does the Board have any feedback on investment strategies contained in the document?

Background:

As part of the process to review our policies and practices with respect to responsible investing, in October a consultation process was initiated on the "[Policy on Social Responsibility and UVic Investments](#)" and the "[Short Term Investment Policy](#)". Feedback was sought from campus community members relative to the overall goal of achieving the university's investment objectives while aligning both of these investment policies with the [University Of Victoria's Strategic Framework](#).

Consultation Process Overview:

In order to solicit a wide range of input and ideas for consideration in updating the above two policies feedback was sought through the UVic Checklist (which is distributed to all faculty and staff) in Sept and information on the consultation was put on the Treasury website which outlined the process and input sought. Emails were also sent directly to on campus and off campus people with expertise and /or strong views on responsible investing with the goal of obtaining a breadth of views. This outreach resulted in both in-person and email consultations with over 15 university stakeholders and stakeholder groups, including, but not limited to, faculty from the departments of Public Administration, Business, Engineering, Environmental Studies and Computer Science, and students from the University of Victoria Student Society (UVSS), the Applied Investment Management Course (AIMC) and the Applied Portfolio Management Program (APMP). We had very

limited response from individuals that became aware of the consultation process through either the UVic Checklist or the Treasury website.

The case study used to conduct the consultations included six guiding principles to consider in suggesting investment strategies:

1. What investment strategy or strategies should be considered that most effectively consider the University Of Victoria's Strategic Framework and why?
2. We are open to asset allocation suggestions based on the strategies outlined below (i.e. equities or alternatives); if asset allocation suggestions are made, please outline how the updated asset allocation is in line with the investment objectives, risk tolerance and constraints outlined above?
3. Please provide any information to help us evaluate the overall effectiveness of your suggested strategy (i.e., return profile, risks and constraints of the suggested strategy)?
4. Please provide information on whether the strategy suggested mitigates the climate-related financial investment risks?
5. The Board of a university must act in the best interests of the university and in accordance with the University Act as outlined in "Section 2-Authority." Please outline how suggested investment strategies meet these criteria?
6. Please outline any other material information that should be considered in assessing the suggested investment strategies (i.e. legal, financial, reputational, effectiveness)?

The feedback from the consultations was diverse and included information beyond the guiding questions, as well as references to publically available resources. For the Board's information, highlights of those resources are listed in Appendix 1 and grouped by: Investment Considerations, Climate Change Research and Investment Suggestions. In addition, a petition was received with a digital list of over 240 professors that strongly encourage that a negative screen be used for fossil fuel companies in UVic's short-term investment pool.

Participant Feedback – What We Heard:

Responsible Investment: Incorporating Environmental, Social, Governance (ESG) Factors:

Broad theme

All the consulted stakeholders who provided investment guidance agreed that the incorporation of ESG factors should be part of the investment process. Of the stakeholders familiar with the UN Principles for Responsible Investing (UNPRI), they agreed it was a positive initiative and were in support of being a signatory.

Examples of stakeholder comments:

- Incorporating Environmental, Social, Governance (ESG) Factors is becoming an expectation of most institutional investors.
- ESG analysis should be treated as an important risk management tool, and studies have shown that incorporating ESG does not reduce returns but instead can increase returns over the longer-term.

Negative Screening:

Broad theme

There was not consensus among community members on the use of negative screening.

The primary goal of those who support the strategy of negative screening (divestment) of companies with fossil fuel reserves is primarily fueled by individuals seeking to reduce the GHG emissions from the investments in our portfolio.

Examples of comments from stakeholders who are supportive of negative screening:

- It is the simplest strategy to implement and message to encourage the reduction of fossil fuel use.
- It is an effective way to disassociate the university with an industry which makes up 30% of all Canadian GHG emissions.
- It makes sense to divest of companies with fossil fuel reserves and companies that produce coal.
- It reduces the university's exposure to moral, reputational, and financial risks that revolve around fossil fuel investments.
- Fossil fuel producers have been the most prominent international anti-climate advocates, which goes against the university's framework to promote sustainable futures, and there is a possibility that fossil fuel companies will have stranded assets as part of the energy transition to a greener economy, which would negatively impact the asset value of the companies. Engagement with these companies is not productive.
- Oil and gas energy companies with plans to reduce emissions in line with the Paris Climate Agreement still produce fossil fuels.
- The university could use collaborative engagement to address ESG issues in companies that are not held within our portfolio.

Examples of comments from stakeholders who are not supportive of negative screening:

- That it reduces the investable universe, especially in Canada, and would impact return expectation.
- Agreeing to divest could lead to more divestment requests on a variety of issues.
- That it would no longer allow the university to engage with companies to encourage positive change.
- That, once divested, the remaining investors will not push management to affect positive ESG goals.
- That it is difficult to find a company not reliant on the use of fossil fuels.

Positive Screening:

Broad theme

The primary goal of those who support the strategy of positive screening is to invest in companies that are involved in renewable energy to help fund energy transition and to reduce the GHG emissions of the investments in our portfolio.

Examples of comments from stakeholders who are supportive of positive screening include:

- It could encourage oil and gas companies to create and pursue goals that reduce their GHG emissions in line with the goals of the 2016 Paris Climate Agreement.
- It funds positive investments that fit the university's strategic framework, rather than eliminating opportunities.
- It allows our portfolio to gradually shift existing investments and make future investments that align with the Paris Climate Agreement.
- It allows UVic to update the short-term pool's investment benchmark (tool used to evaluate relative performance of our investments) with benchmarks that consider environmental impacts and sustainability.

Examples of comments from stakeholders who are not supportive of positive screening include:

- That it reduces the investable universe, especially in Canada, and would impact return expectation.

Engagement:

Broad theme

Overall, engagement is viewed as a positive tool that allows the university to address ESG issues within its holdings and reduce portfolio risk.

Examples of themes from comments of stakeholders who are supportive of engagement:

- Engaging with companies through proxy voting and collaborative engagement allows the university to stay involved as investors and encourage positive change within companies.
- Governance issues can be effectively addressed through engagement across all companies.

Examples of themes from comments of stakeholders who are not supportive of engagement:

- Engagement, while effective, it is not the right strategy to approach certain industries, including the fossil fuel sector. Environmental and Social impacts that are caused by select industries cannot be significantly mitigated through engagement.

Impact Investing:

Broad theme

Our stakeholders were generally in support of impact investing, but they advised us to proceed with caution as this is a relatively new space.

Examples of comments from stakeholders who are supportive of impact investing:

- Impact investments such as renewable energy funds could be tailored to tackle specific issues that mitigate climate change.
- Make small allocations in the beginning with the possibility to make additional future investments.
- One research study provided to us during consultations from a stakeholder showed that market returns can be achieved and exceeded through impact investing.

Example of themes from comments of stakeholders who are not supportive of impact investing:

- Impact investments are less diversified and have a smaller investable universe.

Other Suggestions:

In addition to strategy suggestions, stakeholders recommended that we could review the benchmark we are using to guide the short-term investments. Suggestions ranged from allowing for a small equity allocation to expanding the definition on Fixed Income to include Mortgage Backed Securities (MBS), Affordable Housing, Real Estate Investment Trusts (REITs), and other assets with similar features. Re-evaluating the benchmarks could better reflect the current market and portfolio conditions. It was also suggested that the University Of Victoria should make public its investments.

Summary:

In conclusion, everyone with whom we consulted recognizes the threat of climate change and the urgent need to address it. All stakeholders who provided investment guidance agreed that ESG analysis should be treated as an important risk management tool, and its use is becoming an expectation for institutional investors. Negative screening the fossil fuel industry received mixed support from our stakeholders, with its supporters viewing it as a way to reduce portfolio risk and disassociate with heavy GHG emitters. People opposing negative screening are primarily concerned about future divestment requests, losing the ability to influence companies positively and that most companies utilize fossil fuels in production. The stakeholders were generally supportive of positive screening, given it allows the university to set targets to reduce portfolio GHG emissions and align investments with the Paris Climate Agreement over time. Engagement was also supported by most stakeholders, given it allows the support of positive corporate change, but some questioned the effectiveness of engagement in certain industries and believe that engagement can still be achieved after divestment. Impact investing received general support from stakeholders since impact investments can be tailored to tackle specific issues that mitigate climate change, but stakeholders also voiced concerns about the lack of a diversified investment universe, as it's a relatively new space. Beyond addressing the responsible investment strategies, stakeholders recommended a review of the benchmarks and asset allocations outlined in the Short-Term Investment Policy to better reflect current conditions.

Next Steps:

January – Present a responsible investment policy and implications for the short-term investment policy that incorporate the feedback from the November 14th Education Session and November Board Meeting.

Attachment:

Appendix 1:

Links to external research provided by stakeholders

Appendix 1: Links to external research provided by stakeholders

Investment Considerations:

- From The Stockholder to The Stakeholder: How Sustainability Can Drive Financial Outperformance
 - https://papers.ssrn.com/sol3/papers.cfm?abstract_id=2508281
- Fossil Fuel Divestment and Engagement on Climate Change: Advice for Investors
 - [https://www.oxfordmartin.ox.ac.uk/downloads/briefings/Fossil%20 Fuel Divestment and Engagement on Climate Change.pdf](https://www.oxfordmartin.ox.ac.uk/downloads/briefings/Fossil%20Fuel%20Divestment%20and%20Engagement%20on%20Climate%20Change.pdf)
- Clean energy shares streak ahead of fossil fuel stocks
 - <https://www.ft.com/content/2586fa10-e122-11e9-b112-9624ec9edc59>
- The Impact of Corporate Sustainability on Organizational Process and Performance
 - <https://pubsonline.informs.org/doi/pdf/10.1287/mnsc.2014.1984>

Climate Change Research:

- Exponential Roadmap to Low Carbon Economy
 - <https://exponentialroadmap.org/wp-content/uploads/2019/09/Exponential-Roadmap-1.5-September-19-2019.pdf>
- Summary for Policy Makers of IPCC Special Report on Global Warming of 1.5 Celsius
 - <https://www.ipcc.ch/2018/10/08/summary-for-policymakers-of-ipcc-special-report-on-global-warming-of-1-5c-approved-by-governments/>
- UVic Seeks to Profit From Corporate Climate Change Deniers
 - : <https://thetyee.ca/Opinion/2017/11/03/UVic-Seeks-to-Profit-from-Corporate-Climate-Change-Deniers/>
- UVic, Stop Investing in fossil fuel companies – petition with Leadnow.ca
 - <https://you.leadnow.ca/petitions/uvic-stop-claiming-to-be-a-sustainability-leader-while-investing-in-oil-and-gas-companies>
- 1000+ Divestment Commitments
 - <https://gofossilfree.org/divestment/commitments/>
- UC investments are going fossil free. But not exactly for the reasons you may think
 - <https://www.latimes.com/opinion/story/2019-09-16/divestment-fossil-fuel-university-of-california-climate-change>
- Canada's Fossil-Fuelled Pensions - The Case of the British Columbia Investment Management Corporation
 - <https://www.policyalternatives.ca/fossil-fuelled-pensions>

Investment Suggestions:

- Community Forward Fund
 - <https://communityforwardfund.ca/>
- Greenchip Financial
 - <https://greenchipfinancial.com/>
- Green Bonds
 - <https://www.investopedia.com/terms/g/green-bond.asp>
- Hexavest Climate Focus Fund
 - <https://www.hexavest.com/en/strategies-2/>



University
of Victoria

SUBMISSION TO THE UVIC BOARD OF GOVERNORS

FOR INFORMATION

November 14, 2019

To: Operations and Facilities Committee

From: Valerie S. Kuehne, Vice-President Academic and Provost

cc: President and Vice-Chancellor

Meeting Date: November 26, 2019

Subject: 2019/20 Enrolment Analysis Report

Basis for Jurisdiction: University Act, s 27(1) and s 27(2)(r)
Strategic Framework, Strategy 1.1
Strategic Enrolment Management Plan

A handwritten signature in blue ink, appearing to read "Valerie S. Kuehne".

Strategic Relevance:

The Enrolment Analysis Report aligns with the university's Strategic Framework objective to actively recruit, retain and support the success of outstanding students from diverse regions and backgrounds. The recently launched Strategic Enrolment Management (SEM) Plan is guiding UVic's recruitment and retention efforts for the next five to 10 years. In the context of remaining about the same size, our commitments include recruiting the very best undergraduate students, diversifying our international undergraduate student population by geographic location and program of study, increasing our enrolment of Indigenous students, and increasing under-represented populations on our campus. We also aim to increase the proportion of graduate students, especially in research programs.

Background:

This annual report describes the UVic's enrolment projections for the current year and contains information about the enrolment size and composition of the university's student body, including undergraduates and graduates, and both domestic and international students. Trends in applications,



admissions and new registrations are also included. In addition to providing historical context, the report highlights initiatives underway to support future healthy enrolments at UVic.

Summary:

UVic currently has a healthy enrolment. Overall applications are up 2.6% and new registrations are up over 1%. UVic receives between 3-4 applications for every available place. Our annualized student FTE enrolment is expected to be about 19,334—an increase of 205 FTE from last year. Our 2019 fall term headcount is 22,020, including 18,880 undergraduate students, and 3,140 graduate students.

We continue to achieve our targets and are well positioned to build on those strengths to continue to enhance quality and student success—both key aspects of our SEM Plan. UVic is projected to exceed the 2019/20 enrolment targets set by the Ministry of Advanced Education, Skills and Training (AEST) by 5%. For domestic undergraduates specifically, we are on track to exceed the target by 456 FTEs and for graduate students by 351 FTEs. We are exceeding UVic’s internal enrolment level for international undergraduates by 372 FTEs.

Planned Further Action: None

Attachment: 2019/20 Enrolment Analysis Report

2019/20 Enrolment Analysis Report

November 2019



Table of Contents

Summary and strategic context	3
Annualized FTEs	4
Headcounts	6
Indigenous enrolment.....	6
Sources of new students (domestic and international).....	8
Challenges, strategies and new initiatives.....	10
Conclusion.....	11

Summary and strategic context

Our institutional plans, including our Strategic Framework and Strategic Enrolment Management (SEM) Plan, are positioning us to attract, support and develop a diverse community of talented students. We expect to achieve our enrolment goals for the current year and beyond and are taking active measures to ensure that we anticipate and meet future enrolment challenges.

The SEM Plan, launched in April 2019, will help guide recruitment and retention efforts for the next five to 10 years. In the context of remaining about the same size, our commitments include recruiting the very best undergraduate students, diversifying our international undergraduate student population by geographic location and program of study, increasing our enrolment of Indigenous students, and increasing under-represented populations on our campus. We also aim to increase the proportion of graduate students, especially in research programs. SEM committees are working on implementation plans for the strategies and tactics to realize those goals.

UVic's recruitment efforts and scholarship programs continue to attract and retain the highest quality students in our applicant pool. UVic has moderated new intake by raising admissions cut-offs which has the dual benefit of reinforcing quality and enabling us to remain at about the same size. The average entering grades of our new students have been consistent and sit above 85%.

This year's annualized student FTE enrolment is expected to be about 19,334—an increase of 205 FTE from last year. Our 2019 fall term headcount is 22,020: a projected annualized FTE of 16,661 undergraduate students or a headcount of 18,880, and a projected annualized FTE of 2,673 graduate students or a headcount of 3,140. While overall registrations are about the same compared to last year, reducing the size of our new intake is required to both maintain our overall size (because of larger entering classes in the past) and to recruit diverse and high-quality students.

UVic is projected to exceed the 2019/20 enrolment targets set by the Ministry of Advanced Education, Skills and Training (AEST) by 5%. For domestic undergraduates specifically, we are on track to exceed the target by 456 FTEs and for graduate students by 351 FTEs. We are well positioned to continue this trend. We are exceeding UVic's internal enrolment level for international undergraduates by 372 FTEs.

As part of the SEM Plan, we are committed to doubling Indigenous enrolment over the next 10 years across all faculties. To reach this goal, UVic continues to implement pathways, programs and supports for Indigenous learners. Since 2009/10, Indigenous student enrolment has grown from 884 to 1,341—an increase of 52%. Applications and new admissions have also been increasing.

Annualized FTEs

Full-time equivalent (FTE) enrolment is a weighted measure of student enrolment that takes into account course load. This measure is the principal enrolment accountability with the province. For undergraduates, the FTE for a particular term is calculated by dividing a student's total registered units by the expected unit total for that particular program and year level. For full-time graduate students, the term FTE is 1.0, while for part-time graduate students, it is 0.33.

An annualized FTE measures course activity over a 12-month period, beginning with the summer term. For an undergraduate, this is the sum of the FTEs for the summer, fall and spring terms. For a graduate student, the annualized FTE is the sum of the three FTEs divided by 3.

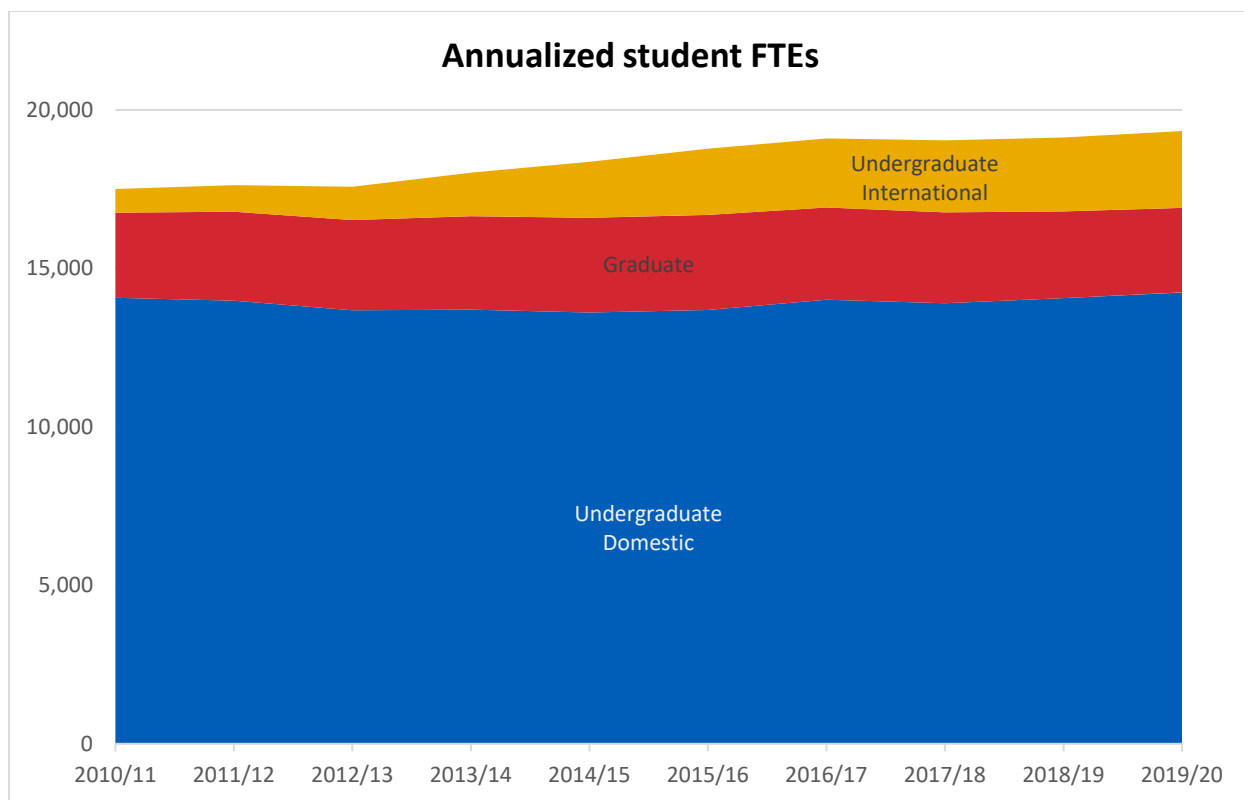
Grant funding from the province is accompanied by undergraduate and graduate enrolment targets and accountabilities. This represents our "AEST-funded target" and an annual "Institutional Accountability Plan and Report" is submitted through the Board to AEST each summer.

Each Faculty has undergraduate and graduate enrolment targets and is resourced to meet those targets. Deans subsequently set enrolment expectations within the faculties. There is no mechanical formula for per-student funding in the faculties since costs and resources vary substantially depending upon a number of factors including the nature of the pedagogy, different services, equipment and related personnel, labour market differences by discipline, the success of the faculty in generating additional resources, economies of scale, the different costs of research support, etc.

Over the past decade at UVic, the greatest enrolment growth has been in international students. International student numbers have changed by 223% in the past 10 years, whereas domestic undergraduates have only changed by 1% in that same time period. Graduate growth has been strong up to 2015/16 but has moderated overall recently due to specific program changes elaborated below.

Annualized student FTEs

	2010 /11	2011 /12	2012 /13	2013 /14	2014 /15	2015 /16	2016 /17	2017 /18	2018 /19	2019/20 Forecast	10-yr %Chg
Undergrad Domestic	14,077	13,984	13,677	13,697	13,608	13,689	14,011	13,902	14,064	14,239	1.2
Undergrad International	751	831	1,049	1,368	1,773	2,083	2,179	2,270	2,333	2,422	222.5
All Undergrad	14,828	14,815	14,726	15,065	15,381	15,772	16,190	16,172	16,397	16,661	12.4
All Grad	2,678	2,808	2,847	2,952	2,986	3,002	2,911	2,865	2,732	2,673	-0.2
All Students	17,506	17,623	17,573	18,017	18,367	18,774	19,101	19,037	19,129	19,334	10.4



The BC AEST Ministry sets targets for UVic based on annualized FTEs. It is expected that the university will exceed these targets for 2019/20.

UVic sets a higher internal target for enrolments for the purpose of its own academic and budget planning and that takes into account undergraduate international students (who are not funded by government and pay full international tuition). International graduate students are included along with domestic students in the AEST graduate targets—out of a 2019/20 annualized total of 2,673 FTE, 958 were international. Our total 2019/20 enrolment is 807 over the AEST target. We further exceed our undergraduate international student goal by 371 FTE. Our overall enrolment of 19,344 exceeds our target of 18,155 by 1,179 FTE.

Annualized FTE target comparison

	2019/20 Projection	2019/20 Target	FTE Difference	% Difference
Domestic Undergraduates	14,239	13,783	456	3.2
International Undergraduates	2,422	2,050*	372	15.4
Total Undergraduates	16,661	15,833	828	5.0
Graduate	2,673	2,322	351	13.1
Total Student	19,334	18,155	1,179	6.1

*University of Victoria internal enrolment level

Headcounts

Student enrolment is usually measured in two ways: as a headcount and as a full-time equivalent (FTE). A headcount is simply an unweighted count of individuals, where part-time and full-time students contribute equally to the final tally. Headcount totals are always referenced to a particular date and term, such as November 1 in the fall term.

While headcount enrolment at UVic has increased by almost 6% over the past seven years, enrolments within most faculties have been fairly stable and within a range related to their enrolment targets. The greatest headcount growth has been in the Faculty of Engineering (63%), followed by the Peter B. Gustavson School of Business (27%). The largest decrease has been in the Faculty of Human and Social Development, where enrolments in nursing are highly dependent on partnership agreements with other institutions. Lower enrolments in the Faculty of Graduate Studies are almost entirely due to the MPA program, which has been refocused from a professional, course-based master's to a research master's program. Enrolments in the Division of Medical Sciences represents students enrolled in UBC's Faculty of Medicine.

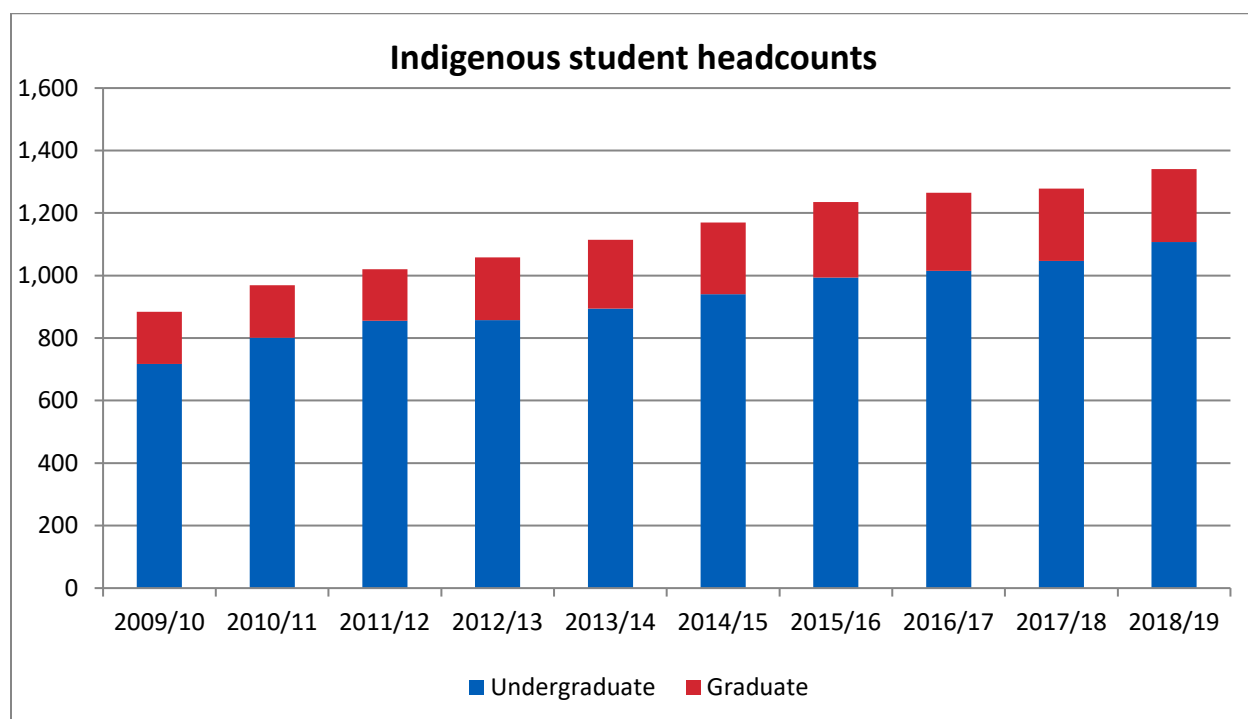
Fall student headcounts (Nov. 1)

Faculty	2013	2014	2015	2016	2017	2018	2019	7-yr %Chg
Education	1,068	1,008	1,097	1,031	1,023	1,027	981	-8.1
Engineering	1,914	2,242	2,443	2,703	2,926	3,017	3,111	62.5
Fine Arts	1,168	1,142	1,154	1,125	1,090	1,078	1,123	-3.9
Human & Social Development	1,555	1,571	1,510	1,534	1,452	1,345	1,368	-12.0
Humanities	2,009	1,986	1,987	2,002	1,912	1,804	1,845	-8.2
Law	388	364	358	382	382	411	397	2.3
Science	2,899	2,969	2,945	2,931	2,897	3,007	2,971	2.5
Social Sciences	5,282	5,292	5,348	5,394	5,439	5,512	5,691	7.7
Medical Sciences	129	132	132	99	95	97	125	-3.1
PB Gustavson Schl of Business	995	1,091	1,173	1,188	1,201	1,256	1,268	27.4
Total Undergraduate	17,407	17,797	18,147	18,389	18,417	18,554	18,880	8.5
Graduate Studies	3,406	3,412	3,446	3,307	3,281	3,173	3,140	-7.8
University Total	20,813	21,209	21,593	21,696	21,698	21,727	22,020	5.8

Indigenous enrolment

Since 2009/10, Indigenous student enrolment has grown from 884 to 1,341—an increase of 52%. As part of the SEM Plan, we are committed to doubling Indigenous enrolment over the next 10 years across all faculties, so that by 2029, Indigenous students comprise at least 10% of the overall student population at UVic.

Because Indigenous students may self-identify at any point in their education, there is some uncertainty as to actual enrolment numbers, which may be higher than indicated. The student headcounts show strong growth, particularly in Engineering.



Indigenous student headcounts by faculty

Faculty	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	7-yr %Chg
Education	78	85	92	116	96	75	115	47.4
Engineering	56	64	78	94	99	114	118	110.7
Fine Arts	61	76	79	74	60	63	72	18.0
Human & Social Development	138	140	143	140	160	163	180	30.4
Humanities	143	141	139	150	139	168	123	-14.0
Law	24	22	22	28	34	37	49	104.2
Science	104	101	115	122	118	129	151	45.2
Social Sciences	229	241	247	242	280	269	270	17.9
Medical Sciences	11	6	6	6	8	10	9	-18.2
PB Gustavson Schl of Business	13	18	19	22	21	19	20	53.8
Total Undergraduate	857	894	940	994	1,015	1,047	1,107	29.2
Graduate Studies	201	220	230	241	250	231	234	16.4
University Total	1,058	1,114	1,170	1,235	1,265	1,278	1,341	26.7

Sources of new students (domestic and international)

UVic sets enrolment targets every year for its new incoming classes to ensure overall enrolment levels are met and that we achieve goals associated with new and growing programs (engineering, computer science, and law are current examples) as well as SEM goals such as diversifying international enrolments and growing Indigenous enrolments. The applications and admissions cycle requires the setting of enrolment targets and admissions cut-offs to meet those enrolment levels. As a destination university, new students come to UVic from across the province, Canada and from around the world.

Following several years of larger first-year entry classes, smaller new entry classes have been required to maintain our overall enrolment level. This has been achieved by increasing the recruitment of high achieving students and increasing admissions cut-offs for entry. Indeed for the last three years, UVic has kept the size of the incoming class mostly constant at between 4,400 and 4,500 new undergraduates.

UVic is relatively unique in that over 70% of our students come from outside of the Greater Victoria Area—the highest proportion of any university west of Quebec. In terms of geographic distribution, the greatest number of undergraduate registrants have consistently been from Vancouver Island, while the next largest group has been from the Lower Mainland. As UVic stabilizes and diversifies its international enrolment, new enrolments from that cohort have also been reduced.

Fall undergraduate applications, admissions and registrants

	2015	2016	2017	2018	2019	5-yr %Chg
Total Applicants	14,472	14,035	14,871	15,576	15,982	10.4
Total Admissions	10,130	10,181	10,249	10,038	10,657	5.2
Registrants						
Vancouver Island	1,478	1,457	1,332	1,469	1,381	-6.6
Lower Mainland	878	809	846	921	1,001	14.0
Rest Southern BC	462	421	427	377	449	-2.8
Other BC	172	181	181	191	208	20.9
Rest of Canada	758	790	745	698	688	-9.2
Outside Canada	862	749	827	786	761	-11.7
Total Registrants	4,610	4,407	4,358	4,442	4,488	-2.6

The largest group of new undergraduate students are from high schools. The five-year trend of increases from BC Colleges follows a decade of substantial decreases as local degree opportunities became available across the province in 2008. Recent increases are largely due to strong partnership and pathway agreements.

Undergraduate registrants by previous institution type

	2015	2016	2017	2018	2019	5-Yr %Chg
BC High Schools	2,215	2,044	1,970	2,030	2,140	-3.5
BC Colleges	540	577	565	654	654	17.4
Total BC	2,755	2,621	2,535	2,684	2,794	1.4
All High School	2,964	2,803	2,784	2,823	2,920	-1.5
All Post-Secondary	1,646	1,604	1,574	1,619	1,568	-5.0
Overall Total	4,610	4,407	4,358	4,442	4,488	-2.7

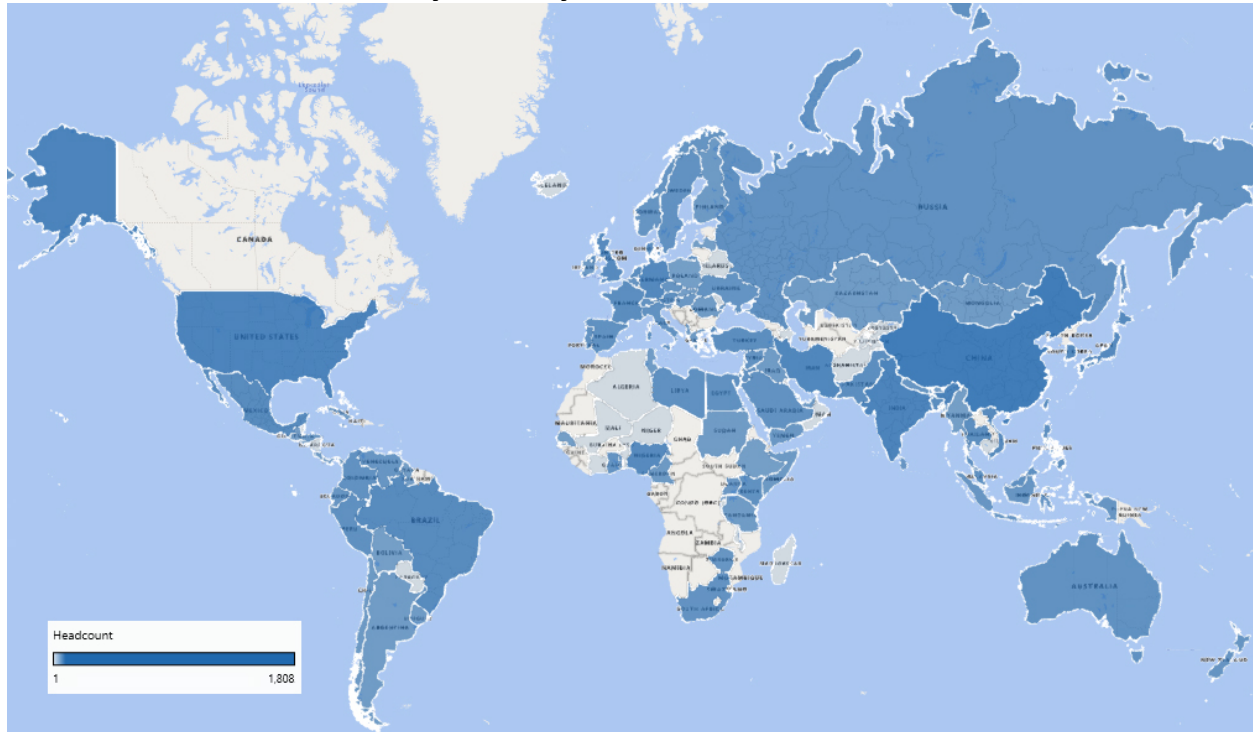
UVic currently has students from 134 countries. After Canada, the primary country of origin is China, with the United States a distant second. As part of SEM, we are committed to diversifying the international undergraduate student population by country.

Thanks to diversification efforts thus far, the proportion of students from China has declined in the past five years, from 50% to 45% of the overall international student population. In the same timeframe, we have seen an increase in students from India, Iran, South Korea, Vietnam, Nigeria and Brazil.

International headcounts by country (Nov. 2019)

Country	Headcount	% of Total
China	1,723	44.6
United States	305	7.9
India	296	7.7
Iran	163	4.2
Germany	90	2.3
South Korea	83	2.1
Vietnam	78	2.0
Japan	76	2.0
Nigeria	69	1.8
Brazil	62	1.6
Other	921	23.8
Total	3,866	

International headcounts by country



Challenges, strategies and new initiatives

There continues to be a demographic trough of 18 to 24 year olds in the province of BC. With fewer students in this cohort, there is competition among post-secondary institutions for the best students. Of BC's 25 public post-secondary institutions, 16 are under their funded enrolment target. UVic, like the other major research universities, is above target, and our programs remain in high demand.

Nationally, there are enrolment challenges in the Maritimes and Ontario, and so post-secondary institutions are looking to recruit in BC and other provinces. One way institutions are attracting high-quality students is through competitive entrance scholarship programs. UVic annually reviews the size and scope of our scholarship programs to ensure we are competitive and successful in attracting and retaining the best students.

In light of these challenges and to achieve our enrolment goals going forward, a number of initiatives are underway:

- Expanded on-campus student housing and dining facilities. The project will provide 782 beds (620 net new) and will make campus a more welcoming, accessible and inclusive space for students.
- A new on-campus Health and Wellness Centre that integrates physical health and counselling for students.

- Additional funding for graduate students, including more than \$700,000 in new graduate fellowships, President’s Scholarships and Indigenous Fellowships.
- Current or planned expansions in engineering, computer science and nursing based on student demand and provincial priorities.
- Strategic outreach to target markets through advertising and recruitment efforts. The recently published Communications and Marketing Plan includes strategies to further communicate our strengths and build our reputation nationally and internationally. A redesigned UVic website is set to launch in 2020.
- New and evolved academic programs that are high-quality and align with UVic’s strengths and directions, such as the new Master of Engineering in Applied Data Science. Work is underway to deliver a Master of Engineering in Industrial Ecology.

UVic continues to be a global leader in creating opportunities for Indigenous students and advancing reconciliation. Some recent examples include:

- Increased one-to-one support and culturally relevant co-op opportunities for Indigenous students. In 2018/19, UVic expanded its International Indigenous Co-operative Education Program—the only one of its kind in the world.
- New or expanded pathway opportunities for Indigenous students, including the Indigenous Youth 3C Challenge and Indigenous Student Mini-University.
- New or increased scholarships and bursaries. In the past two years, Indigenous students have accessed 19 new awards and scholarships funded by donors. Coupled with Faculty of Graduate Studies funding, this totals more than \$1.8 million in new financial support for Indigenous students.
- New programs such as the Indigenous law JD/JID joint degree, Certificate in Indigenous Language Proficiency and an Indigenous Studies Major.

Conclusion

While there are ongoing challenges and opportunities associated with demographics (e.g. a demographic trough of 18-24 year-olds in BC and increased competition from other universities), UVic currently has a healthy enrolment. We continue to achieve our targets and are well positioned to build on those strengths to continue to enhance quality and student success—key aspects of our SEM Plan.

To continue being successful, the university must ensure that our outreach activities resonate in the post-secondary market, that our scholarship and bursary programs are competitive and appropriately aligned with our SEM goals, and that key university supports and services are responsive to students’ needs.



University
of Victoria

SUBMISSION TO THE UVIC BOARD OF GOVERNORS

FOR INFORMATION

November 14, 2019

To: Operations and Facilities Committee

A handwritten signature in blue ink, appearing to read "Valerie S. Kuehne".

From: Valerie S. Kuehne, Vice-President Academic and Provost

Meeting Date: November 26, 2019

Subject: **Report on Student Financial Aid 2018-19**

Basis for Jurisdiction: Strategic Framework, 1.1 and 4.3

Strategic Relevance:

The Report on Student Financial Aid 2018-19 provides information on UVic's longstanding priority of recruiting and retaining outstanding students from diverse backgrounds and removing barriers to admission, retention and success. The report supports the following strategies articulated in the Strategic Framework:

Strategy 1.1

To attract, support and develop a diverse community of talented students, faculty and staff through enhanced resources and programs—including scholarships, academic chairs, professional support programs and workplace practices that recognize excellence and promote wellness.

Strategy 4.3

Increase the number and success of Indigenous students, faculty, staff and leaders at UVic by developing priority recruitment strategies across the university, along with programs to support success.

Summary:

The annual report provides an overview of the types and levels of financial assistance available to undergraduate students and need-based funding received by graduate students during the 2018-19 academic year. This includes scholarships, bursaries, awards and work-study funding.

In 2018-19, undergraduate students received more than \$13.2 million in financial aid from a variety of sources including: operating budget, carry-over (i.e. unspent funds from prior years), annual donor funds, and endowed sources of funding. We awarded almost \$8.9 million in scholarships to 2,967 full-time undergraduate students. Additionally, 1,356 undergraduate students received bursaries and awards valued at more than \$3.6 million and 124 graduate students received bursaries and awards valued at more than \$502K. The work-study program provided part-time employment opportunities to 498 students who earned almost \$748K from September 2018 to April 2019.

From 2013-14 to 2018-19, the annual value of student financial aid received by undergraduate students and bursaries received by graduate students has increased by approximately \$859K or 7%.

The university's gross expenditures (including expenditures from the specific purpose and sponsored research funds) for scholarships and bursaries for all students has increased by almost \$2.6 million or 7.7% from \$33.5 million in 2012-13 to \$36 million in 2018-19.

2018-2019 Report on Student Financial Aid

Student Financial Aid Funding

This report details funding for undergraduate scholarships, undergraduate and graduate bursaries, and the work-study program administered by the Office of Student Awards and Financial Aid (SAFA)¹. Merit-based awards for graduate students are administered by the Faculty of Graduate Studies and are not included in this report.

Over the past four years, the commitment of additional funding from various sources (base budget, carry-over, annual donor funds, and endowed sources) has made it possible to increase both the value and number of undergraduate scholarships and undergraduate and graduate bursaries. While there has been slight fluctuations year-to-year due to planned use of carry-over funds, the overall trend has been robust support for all forms of financial aid. The following table includes donor funds and operating funds:

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
Scholarships	\$8,029,202	\$9,849,772	\$8,863,835	\$8,424,656	\$8,111,205	\$8,888,680
Bursaries and Awards	\$4,189,456	\$4,585,880	\$4,110,174	\$3,967,071	\$4,708,338	\$4,147,739
Work Study	\$706,772	\$714,538	\$661,929	\$652,027	\$640,990	\$747,967
Total	\$12,925,430	\$15,150,190	\$13,635,938	\$13,043,754	\$13,460,533	\$13,784,386

The following table from UVic's audited financial statements includes all types of student financial aid received by undergraduate and graduate students expended from general operating, specific purpose, and sponsored research funds.

All Gross Expenditures for Scholarships, Fellowships & Bursaries

2012-13	\$33,500,000
2013-14	\$35,925,000
2014-15	\$37,440,000
2015-16	\$37,157,000
2016-17	\$35,873,000
2017-18	\$36,358,000
2018-19	\$36,092,000

A. Undergraduate Scholarship Program

UVic offers one-time and renewable entrance and in-course scholarships in support of the recruitment and retention of high achieving students.

In 2018-19, 2,967 undergraduate students received 3,738 entrance and in-course scholarships totalling \$8.9 million from base budget, carry-over, annual donor, and endowed sources of

¹SAFA administers bursaries and work-study for both undergraduate and graduate students and the dollar values for these types of aid include funding awarded to graduate students.

funding. This represents a 10% increase in the total dollar value of scholarships awarded in the previous year. This increase resulted from a number of factors discussed later in this report.

Scholarships are awarded to undergraduate students in two categories: entrance and in-course. The majority of entrance scholarships are offered based on the admission average of the applicant. There is also a category of entrance scholarships awarded with consideration given to admission average, volunteer commitment, athleticism, leadership, or other criteria specified in the terms of reference for each award.

The majority of in-course scholarships are adjudicated based on grades in a minimum of 12 units of UVic courses in the previous two terms of study while others are awarded based on departmental nomination. There are also in-course scholarships awarded on the basis of specific criteria, as well as grades.

The following table compares all undergraduate scholarships awarded in 2017-18 and 2018-19:

Summary of Entrance Scholarships			
	May 2017 - Apr 2018	May 2018 - Apr 2019	Change from 2017-18 to 2018-19
Number of scholarships	1,815	1,926	↑ 111
Number of recipients	1,637	1,564	↓ -73
Value of scholarships	\$3,804,898	\$4,847,866	↑ \$1,042,968
Average award per recipient	\$2,324	\$3,100	↑ \$776
Summary of In-Course Scholarships			
	May 2017 - Apr 2018	May 2018 - Apr 2019	Change from 2017-18 to 2018-19
Number of scholarships	1,912	1,812	↓ -100
Number of recipients	1,281	1,403	↑ 122
Value of scholarships	\$4,306,307	\$4,040,814	↓ -\$265,493
Average award per recipient	\$3,362	\$2,880	↓ -\$482

Entrance Scholarships:

The largest category of entrance scholarships is automatic scholarships awarded based on admission average only. To be considered for this scholarship category in 2018-19, prospective students were required to self-report their grade 12 marks by March 31, 2018. Students entering with a self-reported admission average of 85% or higher were offered entrance scholarships with values ranging from \$2,000 to \$6,500. The scholarship offer letter advised that the award would be granted upon confirmation of final grades in August and registration in a full course load in the 2018-19 winter session. The number and total value of offers made each year varies depending on the admission average of each student in the entering class.

The following table details a comparison of all automatic entrance scholarships offered and accepted in 2017-18 and 2018-19. In 2018-19 the values of non-renewable entrance scholarships were increased by \$500 in each admission average range. The shaded rows indicate scholarship values not offered in that year.

Admission average required to qualify	Value	2017-18 # Offered	2017-18 # Accepted	2017-18 \$ Awarded	2018-19 # Offered	2018-19 # Accepted	2018-19 \$ Awarded	Change in # accepted from 2017-18 to 2018-19	Change in \$ awarded from 2017-18 to 2018-19
Renewable									
98.00 - 100%	\$6,500	38	14	\$ 91,000	79	30	\$ 195,000	↑ 16	\$ ↑104,000
96.00 - 97.99%	\$5,000	230	83	\$ 415,000	207	89	\$ 445,000	↑ 6	\$ ↑ 30,000
Total Renewable		268	97	\$ 506,000	286	119	\$ 640,000	↑ 22	\$ ↑134,000
Non-Renewable									
94.00 - 95.99% (2017-18)	\$2,500	420	101	\$ 252,500					
94.00 - 95.99% (2018-19)	\$3,000				443	113	\$ 339,000	↑ 12	\$ ↑ 86,500
90.00 - 93.99% (2017-18)	\$2,000	1,233	348	\$ 696,000					
90.00 - 93.99% (2018-19)	\$2,500				1,491	494	\$ 1,235,000	↑ 146	\$ ↑539,000
85.00 - 89.99% (2017-18)	\$1,500	2,256	712	\$ 1,068,000					
85.00 - 89.99% (2018-19)	\$2,000				2,227	694	\$ 1,388,000	↓ 18	\$ ↓320,000
Total Non-Renewable		3,909	1,161	\$ 2,116,500	4,161	1,301	\$ 2,962,000	↑ 140	\$ ↑305,500
Totals		4,177	1,258	\$ 2,622,500	4,447	1,420	\$ 3,602,000	↑ 162	\$ ↑979,500

Automatic entrance scholarships:

- The values of the non-renewable entrance scholarships for students admitted with an average of 85.00 to 95.99% increased from 2017-18 to 2018-19.
- In 2018-19, 1,420 automatic renewable and non-renewable entrance scholarships were accepted with a total value of \$3,602,000.
- There was a 13% increase in the total number of scholarship recipients.
- The average value of entrance scholarships was \$2,537, a 22% increase over the average value of \$2,085 in the previous year.

Automatic renewable entrance scholarships:

- There were 286 offers of renewable entrance scholarships made to eligible applicants in 2018-19 and 119 of those were accepted.
- The entering averages required to qualify for the \$20,000 and \$26,000 renewable entrance scholarships are:
 - 98.00–100% \$26,000 payable at \$6,500 per year for four years
 - 96.00–97.99% \$20,000 payable at \$5,000 per year for four years

In-Course Scholarships:

The comparison of in-course scholarships includes the following:

- In 2018-19, 1,403 students who demonstrated academic excellence in their previous year of study at UVic received in-course scholarships with a total value of \$4 million.
- This is a 10 percent increase in the number of in-course scholarship recipients compared to the previous year. However, a change in structure to the in-course scholarship program still results in decreased numbers and values of these scholarships overall.
- There was a \$265,493, or 6%, decrease in the total value from the previous year.
- The summary of in-course scholarships includes renewals of entrance scholarships for 257 students with a total value of \$1.4 million.
- This 20% decrease in the number of scholarship renewals and 18% decrease in the total value of renewals resulted primarily from the discontinuation of the \$16,000 renewable entrance scholarships in 2015-16.

- These scholarships were last offered to the incoming class of 2014-15 and the last cohort of recipients would have graduated at the end of the 2017-18 academic year.
- The elimination of the \$16,000 scholarship renewable scholarships also had an impact on the average value of in-course scholarships.
- In 2017-18, the average value was \$3,362 and that dropped to \$2,880 for 2018-19 for a 14 percent decrease from the previous year.

Competitiveness of UVic’s Entrance Scholarship Program:

With over 70% of Uvic students coming from outside the south Vancouver Island region, our position as a destination university results in high costs for students who relocate here to study. In 2012, our scholarship strategy was reviewed with a view to enhancing the entrance scholarship program to better ensure our competitiveness in recruiting high quality students, to meet our past Strategic Plan goal of being in the top 20% of Canadian universities in terms of expenditures on student financial assistance, and to support our domestic recruitment targets.

The following chart show UVic’s competitive position in 2018-19:

Automatic Entrance Scholarship Comparators 2018 - 2019			
School		Amount	Admission Average
UVic	UVic Excellence	\$6500 x 4 years	98% - 100% (IB 40+)
		\$5000 x 4 years	96% - 97.99% (IB 38-39)
		\$3,000	94% - 95.99% (IB 32-37)
		\$2,500	90% - 93.99%
		\$2,000	85% - 89.99%
Guelph	Entrance Scholarship	\$3,000	90% +
	Entrance Scholarship	\$2,000	85% - 89.9%
Queen's	Senator Frank Carrel Merit Scholarship	\$5000 x 4 years	94% + (IB 38 +)
	Principal's Scholarship	\$6,000	95% + (IB 39+)
	Excellence Scholarship	\$2,000	90% - 94.99% (IB 36-38)
SFU	Ken Caple College Transfer Entrance Scholarship	\$3,500	Min 3.70 transfer admission average
	International Summit Transfer Entrance Scholarship	\$3,500	Min 3.70 transfer admission average
	University Transfer Entrance Scholarship	\$3000 minimum	awarded to top 5 applicants admitted directly to any faculty
U of Calgary	President's Admission Scholarships	\$5,000	95%+
	International Baccalaureate Diploma Entrance Scholarship	\$3,500	IB 35 +
UBC	Automatic Entrance Scholarships	\$0	None offered

The following shows the changes in scholarship values from 2017-18 to 2018-19:

Entrance Scholarships based on Admission Average 2018-19

Renewable Entrance Scholarships:

98.00 to 100% \$6,500 x 4 = \$26,000 (no change)
96.00 to 97.99% \$5,000 x 4 = \$20,000 (no change)

Non-Renewable Entrance Scholarships:

94.00 to 95.99% \$3,000 (previous value \$2,500)
90.00 to 93.99% \$2,500 (previous value \$2,000)
85.00 to 89.99% \$2,000 (previous value \$1,500)

University/College Transfer Scholarships:

GPA 7.5 to 9.0 \$2,500 (previous value \$2,000)

In September 2019, SAFA reviewed the entrance scholarship program and proposed enhancements and new initiatives in support of Goal 1 of the institution's Strategic Enrolment Management (SEM) Plan:

Goal 1: By 2024, strengthen the entering domestic undergraduate class by:

- a. increasing the % of first-time enrolling students who have an entering average of 80% or higher from 79% to 89%;*
- b. increasing the % of admitted students with an entering average of at least 90% who choose to register at UVic from 37% to 45%; and*
- c. enhancing and developing initiatives that increase the representation of under-represented populations, including but not limited to students with lived experience in care and low socio-economic status.*

Strategy 2: Re-align and enhance our entrance scholarship and needs-based financial aid programs to provide incentives for students in targeted groups a, b and/or c above.

Tactic 2: Increase the number of entering students with admission averages of 90% or higher by enhancing the competitiveness of our entrance scholarship program in support of Goal 1 b.

That proposal has been adopted and, commencing with the incoming class of 2020, applicants with an entering average of 90% or higher will be offered scholarships with higher values subject to final budget approval. In addition, new scholarships have been created to increase the participation of under-represented groups of students in the Faculty of Engineering.

Entrance Scholarships 2020/21–2023/24

Increases in the values of renewable and non-renewable scholarships:

Entrance Scholarships based on Admission Average

Renewable Entrance Scholarships:

98.00 to 100% \$7,000 x 4 = \$28,000 (previous value \$6500)
96.00 to 97.99% \$6,000 x 4 = \$24,000 (previous value \$5000)

Non-Renewable Entrance Scholarships:

94.00 to 95.99%	\$3,500 (previous value \$3,000)
90.00 to 93.99%	\$3,000 (previous value \$2,500)
85.00 to 89.99%	\$2,000 (no change)

University/College Transfer Scholarships:

GPA 7.5 to 9.0	\$2,500 (no change)
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Creation of a scholarship program for Indigenous students in the Faculty of Engineering (2020-24)

Scholarships for Indigenous Students Entering the Faculty of Engineering			
Admission average	Value	Acceptance estimate	Cost estimate
98.00 - 100%	\$ 6,000	0	\$ -
96.00 - 97.99%	\$ 5,500	1	\$ 5,500
94.00 - 95.99%	\$ 5,000	1	\$ 5,000
90.00 - 93.99%	\$ 4,500	1	\$ 4,500
85.00 - 89.99%	\$ 4,000	2	\$ 8,000
Totals		5	\$ 23,000

The projection above is based on the number of Indigenous students offered admission to the Faculty of Engineering in 2019-2020.

Creation of a scholarship program for women students in the Faculty of Engineering (2020-24)

Scholarships for Women Entering the Faculty of Engineering			
Admission average	Value	Acceptance estimate	Cost estimate
98.00 - 100%	\$ 3,000	2	\$ 6,000
96.00 - 97.99%	\$ 2,500	8	\$ 20,000
94.00 - 95.99%	\$ 2,000	9	\$ 18,000
90.00 - 93.99%	\$ 1,500	43	\$ 64,500
85.00 - 89.99%	\$ 1,000	30	\$ 30,000
Totals		92	\$ 138,500

The projection above is based on the number of women offered admission to the Faculty of Engineering in 2019-2020.

B. Bursary Program

The Bursary Program helps remove financial barriers to admission and supports the retention and success of a diverse student population. As one of the major funding tools in the university's financial assistance strategy, bursaries reduce the gap between total financial need and available resources when primary resources are insufficient. Students are required to demonstrate financial need to qualify for bursaries.

Students who have applied and qualify for government student assistance, and whose financial need exceeds the maximum government aid available, are eligible to apply for bursary funding. While the majority of bursary funds require applicants to be in receipt of government student assistance, there are need-based awards that do not require the student to be receiving government aid. For example, bursaries for international students, students with lived experience in

care, and the LE,NONET program do not require the recipients to be receiving government student assistance.

To apply for bursaries, students submit applications that are assessed to determine eligibility. Basic educational expenses recognized by the provincial student assistance authority are included in the assessment of financial need. These costs include tuition and mandatory fees, books and supplies, accommodation, food, transportation, personal expenses and childcare costs, if applicable. The costs not covered by other sources, or unmet need, are calculated by deducting student, parental or spousal contributions and government aid from the allowable costs detailed above. Bursaries are made available to cover a percentage of the applicant’s unmet need.

Students who do not qualify for government student assistance due to extenuating circumstances or who experience an unforeseen financial crisis are also eligible to apply for bursary funding. These students meet with a Financial Aid Officer to discuss their financial situation and bursary funding may be approved on a discretionary basis. Using the principles adopted with the allocation of international bursaries, SAFA will continue to work with students to explore all options available, including bursaries, to assist with financial need.

In 2018-19:

- 1,356 undergraduate students received bursaries and awards valued at \$3.6 million.
- 124 graduate students received bursaries and awards valued at \$502k.
- Included in the totals above, 38 undergraduate and graduate international students received bursaries valued at \$250k.

Bursaries are awarded throughout the academic year and a detailed breakdown of bursaries and awards allocated to undergraduate students (see Appendix A) and graduate students (see Appendix B) are included with this report.

The allocation formula used to distribute bursary funding ensures a greater level of support for students with the most significant financial barriers. The pool of applicants with the highest financial need is primarily composed of students with dependents. In consideration of the significant financial barriers that exist for high-need students, applicants with need greater than \$10,000 received bursaries to cover 100% of the need not covered by other sources. For 2018-19 the allocation of funding was as follows:

Range of unmet need	Percentage of need met with bursary funding
\$20,000+	100%
\$15,001 - 20,000	100%
\$10,001 - 15,000	100%
\$7,501 - 10,000	90%
\$5,001 - 7,500	80%
\$4,001 - 5,000	70%
\$3,001 - 4,000	70%
\$2,001 - 3,000	70%
\$1,001 - 2,000	70%
\$501 - 1,000	0%
\$1 - 500	0%

The following table provides the total value of bursaries awarded to domestic and international undergraduate and graduate students from 2012-13 to 2018-19:

Year	Number of Bursary Recipients	\$ Value of Bursaries Awarded
2018-19	1480	\$ 4,147,739
2017-18	1468	\$ 4,708,338
2016-17	1503	\$ 3,697,071
2015-16	1394	\$ 4,110,175
2014-15	1414	\$ 4,585,880
2013-14	1587	\$ 4,189,456
2012-13	1417	\$ 3,727,287

C. Work-study Program

The work-study program creates valuable experiential learning opportunities for students to engage in research activities as part of their program. The program provides on-campus work experience for currently registered undergraduate and graduate students, both domestic and international, who require financial assistance.

Facts about the work-study program:

- Students are not required to be in receipt of government student assistance to participate in the work-study program but must demonstrate financial need according to a standardized needs assessment.
- In 2018-19 the program had a budget of \$695,000 plus an additional one-time budget of \$200K to support an increase in the participation of international students.
- The hourly rate of pay in 2018-19 was a minimum of \$13.50 per hour (up from \$12 in 2017-18).
- In 2018-19, 1,143 students were eligible to participate in the program.
- 498 students (401 domestic and 97 international) were hired into 380 positions.
- Participants earned \$747,967 for an average of \$1,502 per student.

D. Funding for Indigenous Students

UVic is committed to increasing the number and success of Indigenous students graduating from all faculties and building programs to support success.

The following table reports the types of funding received by undergraduate scholarship recipients, and both undergraduate and graduate bursary, award, and work-study funding recipients who have self-identified as Indigenous.

Funding Received by Indigenous Students				
	2017-18		2018-19	
	# of Recipients	\$ Value	# of Recipients	\$ Value
Scholarships (Undergraduate only)	82	\$ 218,206	96	\$ 305,024
Bursaries	90	\$ 213,928	93	\$ 274,381
Awards	9	\$ 18,921	11	\$ 19,706
Work Study	17	\$ 19,788	30	\$ 43,639
Total	198	\$ 470,843	230	\$ 642,750

E. Funding for Students with Lived Experience In Care

In 2014-15, UVic created the University of Victoria Youth in Care Award. Originally the award covered up to eight terms of funding or completion of a first degree, whichever came first, of actual tuition costs excluding mandatory fees. Entering, in-course, and transfer students who met the eligibility criteria and were registered in their first undergraduate degree were eligible to apply.

In 2017-18, the terms of reference for the award were amended to complement the new BC Provincial Tuition Waiver Program announced by the BC Ministry of Advanced Education, Skills and Training in September of that year. The UVic award now covers the actual tuition costs and mandatory fees for all terms of study required for completion of a first undergraduate degree for students previously in care in BC for at least one year but do not meet the Provincial Tuition Waiver age or number of years in care criterion. In addition, donor-provided funds, including those from the Sisters of St. Ann, provide support to assist with book costs and living expenses.

Additional information about support for Former Youth in Care in BC:

- UVic's Youth in Care Award has no age limit and the minimum amount of time in care to qualify for the award is 12 months. Time in care must have been in the province of BC.
- The BC Provincial Tuition Waiver Program is available to students aged 19-26 years of age and who have been in care in BC for a minimum of 24 months.
- In 2018-19, 45 students received the UVic award (compared to 26 recipients in 2017-18), totaling \$200,055. Of these students, 32 also qualified for the BC waiver.

F. Government Student Assistance

In 2018-19, 5,073 undergraduate and graduate students at UVic received \$62 million in funding through all Canadian federal and provincial/territorial student assistance programs. More than \$15 million of that total was awarded as non-repayable grant funding. Federal grant programs continue to play a significant role in meeting the financial needs of students.

In addition to Canadian government student assistance, 64 students received Direct Loans from the US Department of Education totalling more than \$811K USD.

Economic changes have an impact on participation in post-secondary studies, applications for government assistance, and the demand on the UVic Bursary Program. Trends in government student assistance and the impact on demand for UVic programs will continue to be reviewed and, where possible and appropriate, our programs will be adjusted to meet the needs of students.

Plan for Further Action

The SEM Plan includes initiatives designed to ensure that UVic is positioned to meet our provincially funded targets as well as internal objectives regarding quality, particularly entering average, and our commitment to supporting student success. The university has made significant, short-term investments in student financial aid over the last 5 years and budget priorities in future will reflect our ongoing goal of enhancing quality at the undergraduate level and increasing support for under-represented groups of students.

Appendix A

Undergraduate Bursary Program May 2018 - April 2019							
Range of Awards	Number of Recipients	Total Assessed Need of applicants	Average Assessed Need	Total Bursary Awarded	Average Bursary Awarded	Remaining Unmet Need	Total Remaining Unmet Need
Over \$10,000	97	1,589,835	16,390	766,875	7,906	8,484	822,959
\$9,001-10,000	26	249,990	9,615	179,036	6,886	2,729	70,954
\$8,001- 9,000	31	262,947	8,482	210,330	6,785	1,697	52,617
\$7,001-8,000	37	279,482	7,554	213,018	5,757	1,796	66,464
\$6,001-7,000	39	253,485	6,500	182,747	4,686	1,814	70,739
\$5,001-6,000	56	310,263	5,540	242,172	4,325	1,216	68,091
\$4,001-5,000	78	346,618	4,444	260,427	3,339	1,105	86,191
\$3,001-4,000	84	292,705	3,485	223,292	2,658	826	69,413
\$2,001-3,000	101	251,229	2,487	188,077	1,862	625	63,152
\$1,001-2,000	76	112,459	1,480	83,193	1,095	385	29,266
\$401-1,000	27	21,565	799	16,208	600	198	5,357
\$0 - \$400	4	1,000	250	1,000	250	-	-
Totals	656	\$ 3,971,578		\$ 2,566,375			\$ 1,405,203

Undergraduate Awards May 2018 - April 2019			
	Number of Recipients	Total Funding Awarded	Average Award
Totals	700	\$ 1,079,027	\$ 1,541

Appendix B

Graduate Bursary Program May 2018 - April 2019							
Range of Awards	Number of Recipients	Total Assessed Need of applicants	Average Assessed Need	Total Bursary Awarded	Average Bursary Awarded	Remaining Unmet Need	Total Remaining Unmet Need
Over \$10,000	24	437,218	18,217	201,810	8,409	9,809	235,408
\$9,001-10,000	3	28,192	9,397	11,965	3,988	5,409	16,227
\$8,001- 9,000	2	16,346	8,173	13,580	6,790	1,383	2,766
\$7,001-8,000	7	52,361	7,480	54,600	7,800	320	2,239
\$6,001-7,000	6	40,089	6,682	35,765	5,961	721	4,324
\$5,001-6,000	11	60,986	5,544	52,495	4,772	772	8,491
\$4,001-5,000	11	50,292	4,572	30,432	2,767	1,805	19,860
\$3,001-4,000	10	35,262	3,526	30,221	3,022	504	5,041
\$2,001-3,000	16	39,959	2,497	29,344	1,834	663	10,615
\$1,001-2,000	14	22,346	1,596	18,499	1,321	275	3,847
\$401-1,000	3	2,304	768	4,524	1,508	-	-
\$1-400	3	389	130	8,102	2,701	- 2,571	- 7,713
Totals	110	\$ 785,743		\$ 491,337			\$ 301,105

Graduate Awards May 2018 - April 2019			
	Number of Recipients	Total Funding Awarded	Average Award
Totals	14	\$ 11,000	\$ 786




University
of Victoria

SUBMISSION TO THE UVIC BOARD OF GOVERNORS

FOR DECISION

November 8, 2019

To: Executive and Governance Committee

From: Carrie Andersen, University Secretary 

cc: President and Vice-Chancellor

Meeting Date: November 26, 2019

Subject: Proposed Changes in Procedures of the Board 2019/20

Basis for Jurisdiction: University Act, s. 27(2) (a)
Board Procedures, s. 6.5

Recommendation:

THAT the Executive and Governance Committee recommend to the Board of Governors that the Board of Governors approve the revised Board Procedures, as attached, for the year 2019/20.

Background:

The Board Procedures provide the Chair with authority to determine which items by the Board will be considered in open session, and when a closed session is required, as follows:

3.2 The time and place of meetings will be established by the Chair.

3.4 Meetings of the Board shall be open except for those items which the Chair or the Board shall determine to consider in "in camera" meetings.

In March 2019, the open session was adjourned due to a serious disruption in the Senate and Board Chambers that prevented the Board from carrying out its required business. It is stated in the Board Procedures, and it is the preference of the Board, to carry out as much of its business as possible in open session. In order to provide increased clarity and transparency regarding when an open session will be recessed or adjourned and continued in closed session, the following addition to the Board Procedures is proposed:

3.14 In the event of a serious disturbance at the open session that prevents the Board from conducting its business, the Board Chair may recess the meeting for a brief period, or adjourn the open session and reconvene the Board in closed session.

Attachment(s): Procedures of the Board



University
of Victoria

Procedures of the Board

The Board of Governors is constituted as described in Part VI, Sections 18 to 34 of the University Act (R.S. Chap 468). Section 26 (1-3) provides details for meetings of the Board.

1. ELECTION OF CHAIR AND VICE CHAIR

- 1.1 The Chair of the Board shall be elected annually, from among the members appointed by the Lieutenant Governor in Council, at the last statutory meeting before the summer recess.
- 1.2 The Vice-Chair of the Board shall be elected annually, from among the members appointed by the Lieutenant Governor in Council, at the last meeting before the summer recess. The Vice-Chair becomes Acting Chair in the absence of the Chair.
- 1.3 Upon request of at least one (1) Board Member at the meeting, the elections referred to in 1.1 and 1.2 will be held by secret ballot.

2. CHAIR

- 2.1 The Chair shall recommend to the Board the committees necessary for the effective functioning of the Board. (See Section 27(2)(c) University Act.)
- 2.2 The Chair shall appoint the chairs and the Board members on each committee of the Board annually one month before the first fall meeting. The Chair will consider Board members areas of interest and the need for broad representation when making these appointments.
- 2.3 In the event of the Chair resigning or being unable to fulfill the duties of Chair, the Vice-Chair will assume the role of Chair.
- 2.4 Upon the Vice-Chair becoming Chair under 2.3 the Board shall hold an election for a Chair and Vice-Chair as soon as it is practical to do so.

3. MEETINGS

- 3.1 Meetings of the Board will be held in accordance with Section 26(1) of the University Act.
- 3.2 The time and place of meetings will be established by the Chair.

- 3.3 The Secretary shall prepare the agenda of Board meetings. In the preparation of the agenda, the Secretary will consult with the Chair and the President.
- 3.4 Meetings of the Board shall be open except for those items which the Chair or the Board shall determine to consider in "in camera" meetings.
- 3.5 The agenda for Board meetings will close at noon fifteen (15) days before the Board meets.
- 3.6 The draft Board agenda, Committee agenda, and documents will be delivered to Board members one week before the Board Committee meetings. The final Board agenda shall be tabled at the Board meeting.
- 3.7 Board materials for consideration in the closed session must be treated with confidentiality until the Board determines otherwise.
- 3.8 The draft open agenda along with the date of the committee meetings will be published seven (7) days prior to the meeting of the Board of Governors. Copies of the draft open agenda and open session docket will be sent to the Library, the presidents for the Faculty Association, unions, and students' societies when the agenda is published.
- 3.9 No cameras, recording devices or electronic communications equipment shall be used without the prior consent of the Chair.
- 3.10 Eight members of the Board shall constitute a quorum for transactions of the Board. (See Section 26(2) University Act)
- 3.11 The chair of a Board committee will report on the committee's activities and present its recommendations to the Board.
- 3.12 The Board Chair has the same right of voting as the other members of the Board, and, in the case of an equality of votes for and against a motion, the question is resolved in the negative, and the Chair shall so declare. (See Section 26(3) University Act)
- 3.13 The Chair will formally announce the outcome of each vote and this outcome will be recorded in the summary record. Any member of the Board may ask that the vote count or the member's individual vote or abstention be recorded in the summary record.
- 3.14 In the event of a serious disturbance at the open session that prevents the Board from conducting its business, the Board Chair may recess the meeting for a brief period, or adjourn the open session and reconvene the Board in closed session.
- ~~3.15~~ Attendance by proxy or vote by proxy is not permitted.

3. ~~1615~~ No motions or issues for discussion may be brought forward at a regular Board or Board committee meeting unless the matter is on the agenda.

A member must give notice of motion or an outline of the discussion topic in writing not less than fifteen (15) days prior to a future Board meeting. Such notice will be given to the Secretary of the Board. The Secretary in consultation with the Chair of the Board shall refer the motion to the appropriate Board Committee. Matters brought before the Board will be referred to the appropriate Board Committee prior to full discussion at a Board meeting, unless the Board determines otherwise.

Emergent matters may be raised by Board members in consultation with the Chair. Unless agreed to otherwise such items will normally be discussed at the closed session of the Board. Board members may raise policy items for discussion during a committee meeting.

3. ~~1716~~ At the end of each closed session of the Board, a question period limited to 10 minutes will be scheduled. A member of the Board may deliver a written question to the Secretary before any Board meeting addressed to either the President or the Vice-Presidents relating to issues within the Board's mandate. The intent and purpose of the Question Period is to provide information to Board members, and should not be generally used as an opportunity to solicit opinions, to pose highly speculative questions, or to request information which is readily available through other sources or deals with operational matters. Each question should be capable of standing on its own, and supplementary questions should only be posed during the Question Period once the respondent has replied to the original question.

3. ~~1817~~ Normally all matters coming to the Board from the University administration will be presented to the Board by the President. In exceptional circumstances other senior members of the University administration may approach the Chair to bring forward matters for consideration. At the discretion of the Chair, such matters may be added to an agenda.

3. ~~1918~~ With the consent of the Chair, staff members as designated by the President may be invited to attend meetings of the Board.

3. ~~2019~~ The Chair may invite individuals to attend meetings of the Board.

3. ~~2120~~ At the discretion of the Chair, a resolution may be voted upon by ballot conducted by fax or e-mail. In this case, to be adopted, a resolution must receive affirmative votes of at least a majority of those eligible to vote. A resolution adopted by this method will be deemed to have been passed at a validly constituted meeting of the Board and will be reported at its next scheduled meeting.

3. ~~2224~~ Under exceptional circumstances and only with the consent of the chair – and

subject to logistical constraints – a board member may participate in a meeting by telephone, videoconference or other secure means of communication that enables him or her to communicate with other participants in the meeting simultaneously and instantaneously.

A member participating in a meeting by such means will be deemed to be present at the meeting.

4. DUTIES

- 4.1 Members of the Board of Governors must carry out their functions with integrity, independence, good faith, and prudence of a reasonable individual.
- 4.2 Each member of the Board has a duty with other Board members to act in the best interests of the University (See Section 19.1 University Act). Each member, no matter how he or she comes to be a member, has a responsibility only to the University. This is a public responsibility because the University is a public body. Any member, once appointed or elected, must function as a member of the Board and not as a spokesperson for a constituency.
- 4.3 The responsibilities of members of the Board of Governors are described in the Statement of the Responsibilities of the Board of Governors and its Members.
- 4.4 The Board may, upon a resolution passed by the vote of at least 2/3 majority of the members of the board, recommend that the Lieutenant Governor in Council remove a member of the Board from office for cause.

5. CONFLICT OF INTEREST AND CONFIDENTIALITY

- 5.1 The Board of Governors of the University has a variety of functions to perform under the University Act. The composition of this Board is complex, and it is possible that conflict of duty or interest may arise in the case of any member of the Board.

A conflict of interest arises when a Board member exercises an official power or performs an official duty or function and at the same time, knows that in the performance of this duty or function or in the exercise of power there is the opportunity to further a private interest. Further, there is an apparent conflict of interest when there is a reasonable perception that the Board member's ability to exercise an official power or perform an official duty or function will be or was affected by a private interest.

- 5.2 A Board member must make full disclosure of all real, potential and apparent conflicts of interest annually. If the Board member becomes aware during the year of a conflict of interest or an apparent conflict of interest, she or he must declare that conflict immediately in writing.

5.3 After disclosing the conflict, the Board member

- i) may seek the Chair's permission to address the matter briefly, before absenting himself or herself from the discussion and the vote;
- ii) must not take part in the discussion of the matter or vote on any questions in respect of the matter. However, the member may be counted in the quorum present for the meeting;
- iii) if the meeting is open, may remain in the room, but shall not take part in that portion of the meeting during which the matter giving rise to the conflict of interest is under discussion, and shall leave the room prior to any vote on the matter giving rise to the conflict;
- iv) must, if the meeting is closed, leave the meeting and not return until all discussion and voting with respect to the matter giving rise to the conflict is completed;
- v) must not attempt, in any way or at any time, to influence the discussion or the voting of the Board on any question relating to the matter giving rise to the conflict of interest.

5.4 With the exception of matters potentially affecting a Board member's terms of employment, voting on matters which will have an effect on a broad group (students, staff, faculty) by a member of that group is in general not a conflict of interest. For example, student members of the Board may vote on issues dealing with tuition fees. If a Board member is in doubt about whether he or she or another member of the Board is or may be in conflict of interest, the Board member should discuss the matter with the Chair. The Chair may rule a member to be in conflict of interest with an issue before the Board.

5.5 A Board member is expected to maintain the confidentiality of Board deliberations both in committee and during closed meetings and of documents considered in the closed meetings forever. Documents to be considered in the open session are released in conformity with paragraphs 3.7 and 3.8.

5.6 A Board member who breaches confidentiality or the Board's trust with regard to conflict of interest shall be subject to sanction by the Chair up to and including a request for the member's resignation. Other sanctions may include the member being excluded from the committee meetings and receiving Board documents in conformity with the public release of those documents for the remainder of the academic year.

5.7 The ruling of the Chair on a conflict of interest or breach of confidentiality may be appealed to the Board of Governors. A majority vote of the Board members can

overturn the decision of the Chair.

- 5.8 Board members must annually sign a statement disclosing any real, potential or apparent conflicts of interest and acknowledging that they have read and understood the Board procedures on conflict of interest.

6. EXECUTIVE AND GOVERNANCE COMMITTEE

- 6.1 The Executive and Governance Committee shall consist of the Chair of the Board as Chair, Vice-Chair, Chancellor, President, the Chairs of each of the standing committees of the Board, and one elected member appointed by the Board Chair.
- 6.2 The Executive and Governance Committee shall have such powers as given to it by the Board of Governors and shall report back to the Board on the action taken in the exercise of such powers.
- 6.3 The Executive and Governance Committee in consultation with the Compensation and Review Committee will consider and act upon recommendations regarding performance reviews, remuneration and terms of employment of the Vice-Presidents and the President of the University.
- 6.4 If matters arise between meetings which require Board attention, the Chair may call a meeting of the Executive and Governance Committee to deal with such matters. The Chair will then report to the Board at its next scheduled meeting. Normally, if such a meeting is called, members of the Board of Governors not on the Executive and Governance Committee shall be invited to attend if available, and shall receive the same materials as members of the Executive and Governance Committee.
- 6.5 The Executive and Governance Committee shall review the Procedures of the Board and the document on Responsibilities of the Board of Governors and its members prior to the first statutory meeting in the fall and bring them forward for approval.
- 6.6 The Executive and Governance Committee shall recommend to the Board an appropriate evaluation process for the Board and its committees, orientation process for new members, and undertake such other corporate governance initiatives as the Chair or Board deem desirable.
- 6.7 The Executive and Governance Committee shall review the needs assessment for potential governors, taking into consideration the Board's short-term needs and long-term plans and shall advise the President and Chair on the criteria for new governors and potential candidates for recommendation to the government.

6.8 The Committee makes recommendations to the Board of nominations for appointment to those external bodies where the appointments require the approval of the Board of Governors.

6.9 The Executive and Governance Committee considers and makes recommendations to the Board on matters related to the university's controlled entities.

7. FINANCE COMMITTEE

7.1 This Committee is charged with consideration of all matters regarding finance at the University.

7.2 This Committee shall deal with matters pertaining to the final agreements on remuneration and terms of employment of faculty and staff within the University as related to budget; to fees for university activities as defined by Section 27(1) of the University Act; to approval of the budget framework; to amendments to the pension plans; to decisions regarding the use of University funds for major capital projects.

7.3 Motions resulting from deliberations of this Committee will be brought forward by the Chair to the Board for further consideration. The Committee shall consider which items on its agenda should be placed on the closed agenda and shall so inform the Secretary.

8. OPERATIONS AND FACILITIES COMMITTEE

8.1 The Committee examines issues and policies which affect students and student services, excluding purely academic issues and policies; policies dealing with personnel (e.g. equity, evolution of faculty staffing), research administration, and administrative procedures, as well as planning.

8.2 This Committee will deal with decisions regarding new buildings including the program of requirements, the appointment of the prime consultant, the preliminary design, the working drawings and the tender when within the budget for the building. (Note: Approval of the Finance Committee is required for the use of University funds for major capital projects.)

8.3 This Committee considers for approval the appointment, reappointment, and removal of the following officers of the University upon the recommendation of the President: the Vice Presidents and University Secretary. The Committee shall receive annually reports on staffing that give an overview of all other appointments.

8.4 Motions and reports resulting from deliberations of this Committee will be brought forward by the Chair to the Board for further consideration. The Committee shall

consider which items on its agenda should be placed on the closed agenda and shall so inform the Secretary.

9. AUDIT COMMITTEE

9.1 Membership

- 9.1.1 The members of the Audit Committee shall be independent, i.e., have no material direct or indirect association with the organization, which could be reasonably perceived to interfere with the exercise of the member's independent judgment.
- 9.1.2 The Committee shall consist of the Chair or Vice-Chair of the Board, at least three order-in-council members of the Board and other individuals as appointed by the Board; at least one member shall also serve on the Finance Committee.
- 9.1.3 The President, Vice-President Finance and Operations, Executive Director of Financial Services and the Director of Internal Audit shall normally be invited to attend Audit Committee meetings.
- 9.1.4 Financial literacy is a prerequisite for service on the Audit Committee. The majority of members of the Committee shall be capable of reading and understanding financial statements of the breadth and complexity of those of the university, and at least one member of the Committee shall have accounting or related financial management expertise. All committee members should possess an inquiring attitude, objectivity, independence and sound judgement.
- 9.1.5 Before appointing members to the Audit Committee under 2.2, the Chair of the Board will consult the Chair of the Committee concerning the performance of Committee members and the qualifications of potential new Committee members.

9.2 Mandate

- 9.2.1 The Committee's primary responsibilities and authorities are to assist the Board oversight of:
- The integrity of the University's financial reporting process and system of internal controls regarding financial reporting and accounting compliance;
 - The qualifications and independence of the University's external auditors;
 - The performance of the external auditors and the internal auditor;

- The University's compliance with legal, statutory and regulatory requirements;
- The university's enterprise risk management process;
- The procedures in place for the receipt, retention and treatment of complaints received by the University regarding accounting, internal accounting controls or audit matters; and
- The selection and hiring of the external auditors.

9.2.2 The Committee has the authority to conduct any investigation appropriate to fulfilling its responsibilities, and it has direct access to the internal and external auditors, as well as, the management of the University.

9.2.3 The Committee may request the Board of Governors to retain special legal, accounting, consulting or other experts the Committee deems necessary in the performance of its duties.

9.2.4 The Committee provides effective liaison between the Board of Governors, University management and the University's internal and external auditors in all matters dealing with the audit of the University's financial activities.

9.2.5 The Committee reviews any significant proposed changes in the position description of the University's chief financial officer, the Vice-President Finance and Operations.

9.3 Meetings

9.3.1 The Committee shall meet a minimum of 3 times a year, or more frequently as circumstances dictate. The Committee Chair shall prepare and/or approve an agenda in advance of each meeting. The Committee should meet privately in in camera session at least annually with management, the internal auditor, the external auditors, and as a committee to discuss any matters that the Committee believes should be discussed.

9.4 Responsibilities and Duties

Review Procedures

9.4.1 The Committee periodically reviews the effectiveness of the university's enterprise risk management process and annually reviews and provides feedback on the university's risk register. The results of these reviews are reported to the Board.

9.4.2 Annually, in consultation with the management and the external auditors, the Committee considers the integrity of the financial reporting processes

and controls. It discusses significant financial risk exposures and the steps management has taken to monitor, control and report such exposures. It reviews significant findings prepared by the external auditors together with management's responses.

- 9.4.3 The Committee reviews and recommends to the Board the University's annual audited financial statements and related documents prior to filing or distribution. The review should include discussions with management and the external auditors of significant issues regarding accounting principles, practices, and significant management estimates and judgements.

External Auditors

- 9.4.4 The Committee reviews the independence and performance of the external auditors and recommends to the Board the appointment of the external auditors or approval of any discharge of auditors when circumstances warrant on a cycle approved by the Board.
- 9.4.5 On an annual basis, the Committee reviews and discusses with the external auditors all significant relationships they have with the University that could impair the auditors' independence. This review should include a review of non-audit services performed by the external auditors.
- 9.4.6 The Committee reviews the external auditors' audit plan—discusses and approves audit scope, staffing, locations, reliance upon management and internal audit, and general audit approach.
- 9.4.7 Prior to releasing the year-end financial statements, the Committee discusses the results of the audit with the external auditors. It also discusses certain matters required to be communicated to the Committee in accordance with the standards established by the Chartered Professional Accountants of Canada.
- 9.4.8 The Committee considers the external auditors' judgments about the quality and appropriateness of the accounting principles as applied in the financial reporting.
- 9.4.9 The Committee meets in in camera session with the external auditor.

Internal Audit

- 9.4.10 The Committee reviews the mandate and objectives of the internal audit function.

9.4.11 The Committee approves the appointment and reviews the compensation of the chief auditor within the parameters set for Excluded Management and Confidential Staff approved by the Board.

9.4.12 The Committee reviews the budget, staffing and resources of the Internal Audit function and makes recommendations to the Vice President Finance and Operations.

9.4.13 The Committee approves the internal auditor's audit plan for the year including audit scope, staffing, locations, timing and general audit approach.

9.4.14 The Committee reviews audit reports and discusses the results of the internal audit work plan.

9.4.15 The Committee meets in in camera session with the internal auditor.

Legal Compliance

9.4.16 On at least an annual basis, the Committee reviews with the University's legal counsel any legal matters that could have a significant impact on the financial statements, compliance with applicable laws and regulations, and inquiries received from regulators or governmental agencies.

Other Audit Committee Responsibilities

9.4.17 The members annually assess the effectiveness of the Committee, against its mandate and report the results of the assessment to Executive and Governance Committee of the Board.

9.4.18 The Committee ensures its members receive appropriate financial orientation and training to enhance financial literacy in order to carry out their oversight responsibilities.

The Committee performs any other activities consistent with this mandate, rules and regulations, and governing laws, as the Committee or the Board deems necessary or appropriate. It maintains summary records of meetings and periodically reports to the Board on significant results of the foregoing activities. It annually reviews its mandate and makes any recommendation for updating it to the Executive and Governance Committee of the Board.

10. COMPENSATION AND REVIEW COMMITTEE

10.1 The Compensation and Review Committee deals with matters pertaining to performance reviews, remuneration and terms of employment of senior administrators (to be determined by the Committee) and matters relating to the mandates for negotiations and discussions with employee groups and unions.

- 10.2 Its members shall be independent of management, shall not be employees, and shall have knowledge and experience of human resource management.
- 10.3 The Committee shall consist of the Chair of the Board and four additional Order-in-Council members of the Board appointed by the Chair and shall be chaired by the Chair of the Board or designate.
- 10.4 This Committee makes recommendations to the Executive and Governance Committee or the Board of Governors, on matters of policy, on matters that require action by the Board of Governors, and on any other issues that the Chair determines should be reported to the Board of Governors.

11. APPOINTMENTS

The Board delegates its authority to make appointments to the appropriate Vice-President or the President. This delegation includes the approval of new appointments of regular faculty within the approved budget and plan of the unit and according to the policies of the Board on terms of appointment including the faculty collective agreement; recommendations for reappointments, promotion, and tenure in accordance with the policies of the Board; and all academic and senior administrators except those listed in paragraphs 8.3 and 9.4.11.

12. ATTENDANCE AT COMMITTEE MEETINGS

The Chair, the Vice-Chair, the Chancellor and the President serve in an ex-officio capacity on the following Board committees: Executive and Governance, Finance, and Operations and Facilities. Any member of the Board is welcome to attend, and may participate with the consent of the chair of the committee in a meeting of the following committees: Finance Committee, and University Operations and Facilities Committee. Agendas of these committees will be distributed to all members of the Board.

13. APPEALS TO THE BOARD OF GOVERNORS

In those instances under the University Act and University policies where an appeal to the Board is allowed, the appeal must be filed within 90 days of the date of receipt of the decision being appealed. Any panel or person appointed by the Board of Governors to hear the appeal shall determine its own procedures which must be in accordance with the principles of natural justice and administrative fairness.

If and when an appeal under Section 60(3) of the University Act comes to the Board of Governors, the President should, as a matter of course, withdraw from any such case that is being considered by the Board except in capacity as a witness.